

# CERT

## COMMUNITY EMERGENCY RESPONSE TEAM

### *BRECKSVILLE – BROADVIEW HEIGHTS*

Coordinator/Board Meeting Minutes

Date: 11/3/2010

Time: 6:30pm-7:30pm

Location: Broadview Hts. Coffee Shop

Attendance: Leslie Lesinski, Tom Kalvas, Jim Steiger, Brian Russo, Carolyn Jatsek, Ed Egut, Brian Wolf, Marc Rubin, Pat Koss, Sue Schindler

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#### 1. New Responsibilities

Mark and Brian R. offered to attend the County CERT meeting when Neal or Dina cannot make it. Bill Thrasher has volunteered to take over Transportation. We are still in need of someone to do the scrap book and recognition.

#### 2. Extreme Makeover Thank You

The thank you message from the Mayor of Maple Heights will be posted on the web site.

#### 3. November 17<sup>th</sup> Meeting

The retired Fire Chief of Maple Heights will discuss the experience of coordinating the Extreme Home Make-over event that occurred in September. It was also suggested to do a radio refresher as a follow-up to the scavenger hunt. Refreshments will be ordered for this meeting which will also be our holiday social.

#### 4. Equipment needs for the coming year

The following suggestions were made:

- 45 watt radio base station with a whip antenna to improve radio communication
- replacement radios for those that no longer work
- replacement rechargeable radio batteries as the constant charging may be limiting the battery life

5. Upcoming Meeting Ideas and Events

- December 5<sup>th</sup> at 4pm, holiday parade and bicentennial kick-off, with potential to pull the CERT trailer
- January, Triage by Mike Packard
- February meeting, FBI, Ed to arrange
- September meeting is still open for a speaker—Jim will arrange
- October may be the Electric company—Brian W will arrange
- CPR training session with Fire Department personnel as trainers
- Radio troubleshooting and communication
- The Animal disaster team sent an invitation to all CERT teams to attend their meetings

6. Action Items:

|   | Item  | Who is responsible    | By when                                |
|---|---|-----------------------|--|
| 1 | Send thank you notes to Brandy Karny from Cuyahoga County Emergency Management and Phil Trimolt from the Cleveland Red Cross for the September General Meeting. | Tom Kalvas            | Report at next coordinator meeting     |
| 2 | Send thank you note to the Explorers for helping with the October scavenger hunt  | Not assigned          | Report at the next coordinator meeting |
| 3 | Send general thank you note to those that helped at the Oct. 25 <sup>th</sup> Broadview Heights Flu Shot clinic   | Not assigned          | Report at next coordinator meeting     |
| 4 | Post thank you note from Maple Heights Mayor for Extreme Home Makeover volunteers on web site   | Jim Steiger           | Report at next coordinator meeting     |
| 5 | Sent thank you note to retired fire chief of Maple Heights, James Castilucci for speaking at the November meeting   | Not assigned          | Report at the next coordinator meeting |
| 6 | Gather the necessary information to complete the POD Procedural Notebook and forward it to the Board for review and final approval.                             | Both Fire Departments | Report at next coordinator meeting     |

Next Meeting: Wednesday December 1<sup>st</sup> at 6:30pm Broadview Hts. Coffee Shop

*Respectfully Submitted, Sue Schindler*

Cc: E.Egut, J. Hajek, C. Jatsek, P. Koss