

CERT

COMMUNITY EMERGENCY RESPONSE TEAM

BRECKSVILLE – BROADVIEW HEIGHTS

Coordinator Meeting Minutes

Date: 3/3/2010

Time: 6:30pm-7:30pm

Location: Broadview Hts. Coffee Shop

Attendance: Jill Gerber, Leslie Lesinski, Tom Kalvas, Pat Koss, Brian Russo, Carolyn Jatsek, Ed Egut, Brian Wolf, Sue Schindler

1. FEMA training in April

Brian R. reported that two individuals are signed so far. Brian will send a reminder to everyone and contact new members to help increase enrollment.

2. Upcoming Meetings

- The March 24th meeting will have representative from Poison Control and Rainbow Injury Prevention speaking on Safety in the home
- The June 17th meeting topic will be Critical Incident

3. Upcoming Events

- Search and Rescue to be reschedule from February to either 3/20 or 3/27. Dan Veloski from the Metroparks and Blossom Hill is available both days. We may also have a dog rescue unit available for a demo.
- Brecksville Home Days is June 25th – 27th. We would like to plan for doing something different this year rather than manning a booth. Leslie will call ABC fire extinguishers to see about acquiring excess water extinguishers to perform mock fire extinguishing. Carolyn will check with the city to see if there would be any extra space available to perform the event. The Fire Explorers may be interested in helping with this event.
- Broadview Hts. Home Days will be July 8th -12th

4. Training Event

A Leadership seminar is available in April-May. Brian W. and Leslie will attend. This training is open to everyone. The sessions require viewing certain movies prior to each class. The classes are as follows and you only need to attend one session per week:

- April 9th & 10th –Leadership, 7-9pm and 9-11am
- April 21st & 22nd –Communication, 7-9pm
- May 12th & 13th –Command, 7-9pm
- May 27th & 28th –ICS, 7-9pm

5. Public Information Officer (PIO)

Citizen Corp is recommending that each CERT appoint a PIO. Training for this position will be scheduled by Citizens Corp. Duties are similar to our current liaison position. Leslie and Bob will perform this duty for now. Our Public Relations officer (Miriam) will pass along articles to Leslie and Bob to share at the Citizen Corp meetings.

6. POD Procedural Notebook

We received our procedure notebook from the County. The purpose of this notebook is to address standardizing POD plans. The Fire Departments will gather the necessary information and forward it to the Board for review and final approval.

7. Web Site Updates

Tom will check on how web site updates are going.

8. Action Items:

	Item	Who is responsible	By when
	Send a reminder to everyone about the upcoming FEMA training and contact new members to help increase enrollment.	Brian	Report at Next Coordinator Meeting
	Call ABC fire extinguishers to see about acquiring excess water extinguishers to perform mock fire extinguishing event at Brecksville Home Days.	Leslie	Report at Next Coordinator Meeting
	Check with the city to see if there would be any extra space available to perform the fire extinguisher event during Brecksville Home Days.	Carolyn	Report at Next Coordinator Meeting
	Contact the Fire Explorers to see if they are interested in helping with the Home Days event.	Not assigned	
	Gather the necessary information to complete the POD Procedural Notebook and forward it to the Board for review and final approval.	Broadview Hts. and Brecksville Fire Departments	Report at Next Coordinator Meeting
	Check on how the web site updates are going.	Tom	Report at Next Coordinator Meeting

Next Meeting: Wednesday April 7th, 6:30pm Broadview Hts. Coffee Shop

Respectfully Submitted,

Sue Schindler

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