

# CERT

## COMMUNITY EMERGENCY RESPONSE TEAM

### *BRECKSVILLE – BROADVIEW HEIGHTS*

Coordinator Meeting Minutes

Date: 4/7/2010

Time: 6:30pm-7:45pm

Location: Broadview Hts. Coffee Shop

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

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1. Pod Appreciation

This appreciation event will be held on 4/19 at the Skyline Hotel in Independence.

2. Search and Rescue wrap-up

Brian R. will send thank you notes to Dan and Jarrell from the MetroPark Rangers and to the K9 unit for their involvement in the drill.

3. Injury Prevention wrap-up

Jill sent a thank you note to the Rainbow Injury Prevention group for the March lecture.

4. FEMA classes in April

Brian R. reported that 10 individuals are signed for the training but some cannot come to all the classes. Nancy Cahill may be able to do one-on-one training for those that missed individual classes or self-study may be an option. Brian reported that he needs help from the Fire Department for the fire training class, someone to do the terrorism lecture and additional trainers for the ICS class. Brian will send the list of open lectures and dates to Carolyn and Marc to see who can help.

## 5. Upcoming Meetings

- For the April 15<sup>th</sup> meeting, Gary Garnett will need two volunteers to help with registration. We will have a General Meeting after the presentation.
- For the May 19<sup>th</sup> meeting on Flooding and Erosion, Brian R. will contact the Army Corp of Engineers to get an outline of general points that would be discussed for this lecture.
- Brian W. needs to switch with someone for the June 17<sup>th</sup> meeting.

## 6. Upcoming Events

- Brecksville Home Days is June 25<sup>th</sup> – 27<sup>th</sup>. Leslie called ABC fire extinguishers and they are willing to provide us with water extinguishers for the mock fire extinguishing event. They do not want to recharge them but will bring fresh ones for each scheduled session. The suggestion was made to perform this event only during the day. Marc will work on making an artificial “fire” for the demo. Carolyn will contact Mike Packard to see if the explorers are interested in helping with this event.
- A suggestion was made to have Dan Veloski do an “Evidence” talk along with an evidence scavenger hunt in September.
- A suggestion was made to also do a communication/radio drill to help improve radio communication skills.
- A Brecksville Magazine article is being planned.
- A Spring Newsletter is also being planned. Send suggestions for content to Carolyn.

## 7. Board Position Available

We need to consider someone for the next presidential term and the board position that would be created if someone from the board steps up. Nominations from the general team can be accepted.

## 8. Web Site Updates

Jim is working on a mock-up of the new web site design. Once the design is created it will take approximately two hours to complete. The proposed live date is May 1<sup>st</sup>.

9. Action Items:

	Item	Who is responsible	By when
1	Finalize the trainers for the FEMA classes.	Brian R., Carolyn, Marc	FEMA training on April 17 <sup>th</sup>
2	Send thank you notes to MetroPark Rangers and K9 Unit for March Search and Rescue event.	Brian R.	Report at Next Coordinator Meeting
3	Contact Army Corp of Engineers for May meeting content/outline.	Brian R.	Report at Next Coordinator Meeting
4	Send ideas for Spring Newsletter content to Carolyn.	All	Report at Next Coordinator Meeting
5	Create an artificial "fire" for the Home Days fire extinguisher demo.	Marc	Brecksville Home Days, June 25 <sup>th</sup>
6	Contact Mike Packard to see if the Fire Explorers are interested in helping with the Home Days event.	Carolyn	Report at Next Coordinator Meeting
7	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
8	Complete and implement the new web page design.	Jim	May 1st
9	Contact Dan Veloski about doing a Search and Rescue Evidence Handling lecture in September along with a scavenger hunt.	Not assigned	Report at Next Coordinator Meeting

Next Meeting: Wednesday May 5<sup>th</sup> at 6:30pm Broadview Hts. Coffee Shop

Note: The July Board/Coordinator meeting will be postponed to July 14 and will be held at Carolyn's house

*Respectfully Submitted,*

*Sue Schindler*

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