

# CERT

## COMMUNITY EMERGENCY RESPONSE TEAM

### *BRECKSVILLE – BROADVIEW HEIGHTS*

Coordinator/Board Meeting Minutes

Date: 8/1/2012

Time: 6:30pm-7:20pm

Location: Broadview Hts. Coffee Shop

Attendance: Leslie Lesinski, Ed Egut , Sue Schindler, Tim Dodd, Brian Russo, Tom Kalvas, Wayne Lewis

Not in attendance: Neal Hazen, Jeff Hajek, Dina Collova, Kurt Gerber, Carolyn Jatsek, Jim Steiger, Marc Rubin, Brian Wolf

---

#### **1. Old Business**

- a. March School Drill—Those that participated will receive certificates at an upcoming general meeting.
- b. Call-Out Drill—The Explorers helped with this “phone contact only” drill which went very well.
- c. Trailer—The Brecksville trailer is completely stocked. Leslie will forward the inventory list to Chief Egut. The Fire Department will test the generators on a quarterly schedule and has donated a used emergency light to the trailer.
- d. Home Days—Several members volunteered to help with events. The volunteer recognition portion of the festivities recognized CERT members.

#### **2. Upcoming Meetings**

- a. September 19<sup>th</sup>, Wednesday: Fire House/Safety Trailer demonstration to be held at the Brecksville Fire Station.
- b. October 18<sup>th</sup>, Thursday: Tom is unable to attend and coordinate this meeting which was originally scheduled as a Fire Safety talk. It was suggested to possibly not have a speaker/topic for this meeting instead make it a business meeting. Leslie will also check if someone from County Emergency Management (EM) may be interested in attending and to possible help get more members registered on the Ohio Responds web site. Once registration on Ohio Responds is initiated

the process must be complete within 30 days or the registration attempt will expire.

- c. November 28<sup>th</sup>, Wednesday: Holiday Social, no speaker

3. **Web Site updates**—It was suggested that Jim train several individuals on how to manage information on the web site to help with the task of keeping the site updated. Tom, Brian R, Leslie and Sue volunteered. Leslie will schedule a meeting with Jim and those that volunteered.
  4. **Roster updates**—Tom stated that the volunteer list is updated when he is notified of new members and members that have asked to be removed from the list have been placed into an “inactive” status category. The e-mail list which is used to send blast email announcements would need to be updated as well since this is a separate document from the roster. A suggestion was also made to create a training database to keep track of training events.
- 5. County Grant items available**
- a. Next Wednesday Wayne and Leslie will pick up ICS vests.
  - b. Trainer and Trainee workbooks are available. Chief Egut and Tim will coordinate getting enough to share between both cities.
- 6. Upcoming Events**
- a. County Wide CERT Picnic—The picnic will be held on Thursday August 23<sup>rd</sup> at Ottawa Point Picnic Area in the Brecksville Metropark. The cost is \$3 and you must RSVP to Sharon Nicastro by Aug. 21<sup>st</sup> also let her know what dish you will bring.
  - b. Cuyahoga County Fair—CERT volunteers are needed to help County Emergency Management workers at their booth hand out materials and to help train kids on how to call 911 in an emergency.
  - c. Airport Drill—The Hopkins Airport Drill will be held on Saturday September 8<sup>th</sup>. The deadline to register was July 30<sup>th</sup>.
  - d. Mental Health Run—Volunteers are needed to help direct traffic at the Greater Cleveland Mental Health run which will be held on September 22<sup>nd</sup>.
  - e. County Wide Citizen Corp Drill—This event will occur on Sunday Feb. 10<sup>th</sup>. The registration deadline is Aug. 27<sup>th</sup>. Participants must be registered on Ohio Responds, be FEMA certified and have completed a series of training events. Leslie will send the detailed flyer from Citizens Corp. This drill will include Damage Assessment, Sheltering and Search and Rescue.

7. **Next Coordinator Meeting**—Wed. September 5<sup>th</sup>, 6:30pm at the Coffee Club in Broadview Hts.

9. Action Items:

	Item	Who is responsible	By when
1	Batteries needed to be purchased to replenish the POD containers.	Leslie and Carolyn	Next Coordinator meeting
2	Purchased additional items to stock the trailer	Leslie and Carolyn	Next Coordinator meeting
3	Troubleshoot as to why the Broadview Hts. members phone list is not accessible	Tom and Brian W.	Next Coordinator meeting
4	Schedule the Fire Station training room for the September meeting	Chief Egut	Next Coordinator meeting
5	Schedule a meeting for web site training with Jim and volunteers	Leslie	Next Coordinator meeting
6	Check on availability of County EM representative to attend October meeting	Leslie	Next Coordinator meeting
7	Forward Brecksville trailer inventory list to Chief Egut	Leslie	Next Coordinator meeting

*Respectfully Submitted, Sue Schindler*

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