

# CERT

## COMMUNITY EMERGENCY RESPONSE TEAM

### *BRECKSVILLE – BROADVIEW HEIGHTS*

Coordinator/Board Meeting Minutes

Date: 10/3/2012

Time: 6:30pm-7:20pm

Location: Broadview Hts. Coffee Shop

Attendance: Leslie Lesinski, Ed Egut, Sue Schindler, Tim Dodd, Tom Kalvas, Wayne Lewis, Marc Rubin, Carolyn Jatsek, Brian Russo, Melissa Mathys

Absent—Excused: Brian Wolf, Jim Steiger

Absent—Not Excused: Kurt Gerber

---

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

- a. A POD plan review meeting was held. Chief Egut reported that the revisions from this meeting will be included in the updated plan.
- b. Our participation in the pharmacy drug collection event resulted in positive feedback from the Brecksville Police Department.
- c. Web site updates will be performed by Tia Began. The computer that Jim S. has will go to Tia for this task.
- d. The chore of sending group emails will be shared between Carolyn and Tom. The email list is in need of an address review and update.
- e. The Brecksville radios were ordered (7 radios with charger banks). Additional radios and a charger bank will be ordered if funding permits.
- f. A Thank You note was sent to Mike Packard for his presentation of the Fire Safety Trailer at the September meeting.
- g. The October general meeting will be dedicated to review and recognition of participation in past events. Food will be provided with members being asked to bring a dessert.

#### **2. New Business**

- a. Meeting ideas were discussed for 2013. A January cold weather safety talk was suggested by Marc R, a review of the County wide drill could be done in February, the March meeting could be Weather safety and April Water rescue. The September meeting could be radio review with October still needing a topic. The November meeting will

be a Holiday social. Carolyn will secure rooms for the 2013 meeting schedule.

- b. The event schedule for the County Wide Citizen Corp Drill will be forwarded to everyone. Currently 12 members have volunteered to participate in this event.
- c. A Community Preparedness Grant is available; Wayne will forward the information to Leslie.
- d. The possibility of selling green reflective address signs to the community was discussed. Melissa will check with the Kiwanis as they sold these signs in the past.
- e. It was discovered during the Pharmacy drug collection event that the trailer was in need of additional items (simple tool kit, weights for the tent, step ladder). Carolyn will get the list from Leslie and purchase the items at Lowe's.

3. **Next Coordinator Meeting**—Wed. November 7th, 6:30pm at the Coffee Club in Broadview Hts.

9. Action Items:

	Item	Who is responsible	By when
1	Computer to transfer from Jim S. to Tia B. for web site updates.	Jim and Tia	Next Coordinator meeting
2	Email addresses need to be updated on the roster	A volunteer is needed	Next Coordinator meeting
3	Community Preparedness Grant information to be forwarded to Leslie.	Wayne	Next Coordinator meeting
4	Contact Kiwanis about reflective address signs	Melissa	Next Coordinator meeting
5	Check into renewal and new member background checks.	Carolyn	Next Coordinator meeting
6	Rooms for 2013 meetings will be secured at the Brecksville Community Center	Carolyn	Next Coordinator meeting
7	Purchase new items for trailer	Carolyn	Next Coordinator meeting

*Respectfully Submitted, Sue Schindler*

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