

CERT

COMMUNITY EMERGENCY RESPONSE TEAM

BRECKSVILLE – BROADVIEW HEIGHTS

MARCH 2014 BOARD MEETING

I. Coordinator/Board Meeting Minutes

Date: 3/5/2014

Time: 6:35pm-7:45pm

Location: Broadview Hts. Wallings Road Fire Station

Attendance: Tim Dodd, Leslie Lesinski, Wayne Louis, Bill Zaker, Tom Hartman, Melissa Mathys, Lidia Dobronos, Sue Schindler, Tom Kalvas

Absent—Excused: Marc Rubin, Brian Russo, Carolyn Jatsek

Absent—Not Excused:

A. Old Business

1. March CPR and AED training—The training will be scheduled for Wednesday March 19th and March 26th from 6:30pm-9pm at the Brecksville Fire Station. These events will be in place of our March General Meeting. Only two individuals have signed up so far. We need more people to sign-up for this as it is a big commitment for the trainers. A flyer was distributed at the Feb. 20th meeting. Melissa will also send an e-mail announcement to the group. Members interested in attending will need to register for only one session by Wednesday March 12th.

2. Emergency Management County Events—You must let Sharon know if you sign-up for an event but cannot make it.

3. June Drill—We have schedule a drill for Saturday June 7th. Chief Egut will check with the National Park as a potential site for this drill. May 31st could be an alternate date.

4. E-mail progress—We discussed the idea that Tom and Melissa should be able to send group emails to all members. Based on the email list from several years ago, Melissa is able to send announcements to the recent update of email addresses and through the google CERT mail (bbhcert@gmail.com). Melissa

will begin sending General Announcement Meeting reminders on the Sunday before the meeting and Sue will send the Board meeting reminders.

B. New Business

1. NIMS Credentialing—Sharon send information and a deadline asking for interested teams to apply for this credentialing which involves an increased level of training. Members that complete the training requirements would be provided with a PIV identification card. This card would then allow those members to participate in events that may require this higher level of training. Since many of our members have already met most of the training requirements we decided to agree to go forward with this next step in the credentialing process. Tim will inform Sharon that our team is interested.
2. Web Site Update—Melissa will update the web site to include the NIMS PIVI-I credentials and the Ohio Training Recognition Program requirements along with a reminder about the browser requirements for Ohio Responds.
3. Next Drug Round-Up—We have not heard that a round-up has been scheduled. They may be cancelled due to the placement of “drug-drop boxes” in some cities, our closest is in Independence.
4. Training Events—We discussed providing new training classes. We are unclear as to where the county stands on providing a calendar of training events and if the requirements have changed for using qualified trainers. T.J. will check with Sharon
5. Training Database—A question was asked about creating a database to include the completed training events for each member. No decision was made at this time as this would be a big time commitment and difficult to maintain. Melissa volunteered to contact OhioBiz (our website host) to check the feasibility of using the website to allow member to upload their certificates.
6. Computer updates—Tom and Melissa will work on updating each computer to make sure the data is shared between both.

C. Next Meeting:

Coordinator Meeting—Wed. April 2nd, 6:30pm, Wallings Road Fire Station, Broadview Hts.

General Meeting—Thursday April 24th, 7pm, Brecksville Human Services Center

D. Action Items:

	Item	Who is responsible	By when
1	Send an e-mail announcement to the group about the CPR training	Melissa	March 12 th
2	Contact National Park for the June Drill	Chief Egut	Next Coordinator meeting
3	Inform Sharon that our team is interested in the PIV credentialing	Tim	Next Coordinator meeting
4	Update the web site to include the new NIMS PIVI-I credentials and the Ohio Training Recognition Program. Add a reminder about the browser requirements for Ohio Responds.	Melissa	Next Coordinator meeting
5	Check with Sharon about the CERT association training event calendar and the latest information on the use of qualified trainers	T.J.	Next Coordinator meeting
6	Update each computer to share the data between both.	Tom and Melissa	Next Coordinator meeting
7	Send email meeting announcement reminders	Melissa- General Meeting Sue- Board Meeting	Each month, 3-4 days prior to the meeting
8	Contact OhioBiz about CERT web database	Melissa	Next Coordinator meeting

Respectfully Submitted, Sue Schindler

Cc: E.Egut, J. Hajek, C. Jatsek, J. Winar