

# CERT

## COMMUNITY EMERGENCY RESPONSE TEAM

### *BRECKSVILLE – BROADVIEW HEIGHTS*

### *NOVEMBER 2015 MEETINGS*

#### I. Coordinator/Board Meeting

Date: 11/4/2015

Time: 6:30pm-7:45pm

Location: Broadview Hts. Fire Station, Wallings Road

Attendance: Tim Dodd, Sue Schindler, T.J. Hartman, Wayne Louis, Leslie Lesinski, Melissa Mathys, Ed Egut, Bill Zaker

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#### A. Old Business

1. Ready Now —Tim gave Melissa and Wayne a handout about Ready Now. He also went to the web site on which we may be able to define our own group.
2. Final Voting for Vice President—Melissa was unanimously voted into this position. Wayne as President and Melissa as Vice President will take over starting in January 2016 for a two year term.
3. November 19th General Meeting and Holiday Social—Everyone is encouraged to bring a friend and either a side dish or dessert for this pizza and salad holiday event. Also, please send any pictures that you would like included in the slide show to Melissa. It was also suggested to send two general announcements for the November meeting to hopefully get a good turnout. The loyalty oath will also be administered at this meeting with the Brecksville Clerk of Council present as the necessary notary.
4. ID Cards—We will get the template to create badges from Carolyn for the January general meeting.
6. Thank You Note—A thank you note was sent to the police chief for attending the September meeting.

**B. New Business**

1. Meeting Schedule for 2016—Melissa will upload the schedule onto the web site. Sue will schedule the Human Services Gathering Room to include audio visual/computer equipment.
2. CERT Association—Sharon asked the group to let her know of any training that may be needed this year. TJ also forwarded the password for the CERT Association/Citizen Corp web site to Tom and Melissa. Melissa will update our information in the web site and Tom will use this web site to document our activities.
3. School Drill—Tim reported that an active shooter drill will be held next year.

**C. Next Meeting:**

Board Meeting—Wed. Jan 6<sup>th</sup>, 6:30pm, B.Hts. Wallings Road Fire Station

General Meetings—Thursday Nov. 19<sup>th</sup>, 7pm. Wednesday Jan. 20<sup>th</sup>, 7pm.  
Brecksville Community Center, Human Services Room

**D. Action Items:**

	Item	Who is responsible	By when
1	Broadview Hts. training on new system and Call-Out Exercise	Jared/Tim	2016
2	Additional GPS training to be scheduled	Tim/Chief Egut	2016
3	Get the template to create badges from Carolyn	Leslie	January General Meeting
4	Upload the 2016 meeting schedule onto the web site	Melissa	Next Board Meeting
5	Schedule the Human Services Gathering Room for 2016 General Meetings to include audio visual/computer equipment	Sue	Next Board Meeting
6	Compile a slide show of past events for the November meeting	Melissa	November General Meeting

*Respectfully Submitted, Sue Schindler*

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