

1
2
3
4 MINUTES OF CERT MEETING
5 APRIL 20, 2011
6 7:00 PM
7 FIRE STATION #2
8
9

10 Rockwall CERT met for a brainstorming meeting to develop ideas for the future of the
11 CERT team. Billy Termin moderated the meeting. He reported on the status of the CERT
12 team currently and in the past, and explained that there have been problems keeping
13 people active and involved and also problems in getting assignments for the CERT team
14 due to lack of knowledge of what we can do. He proposed setting up a structure with
15 leaders and assistants so that the CERT team could run itself. It was discussed that these
16 positions could be for 6 months and rotating so that someone isn't locked in long term to
17 the commitment. Also, Termin indicated that communication among members had been
18 a problem, in that often emails bounce back, or there is no response to them or requests
19 for meetings. He expressed desire to get out in the public more, be more visible so we
20 are asked to participate more and seen as reliable.

21
22 A list was passed around to acquire accurate emails for those present. Ideas were given
23 by members as to having a database software for emails and member credentials and
24 interests and a possible calling software such as Skyward or Nixle. It was suggested that
25 all the affiliations and interests of members and organizations of the City and County
26 should be coordinated to get training and assignments. Also discussed was the
27 availability of online classes, and other potential classroom training.
28

29 Members decided to meet once a month and to alternate the days as: 3rd Tuesday of the
30 month during Odd Months and 3rd Thursday of the month during Even Months. It was
31 also determined that members present would call other members to verify information
32 and interest and report back. A script and list of people to be called would be emailed
33 out to those present by Cindy Kindred. The next meeting was scheduled for Wednesday
34 May 4th to establish a good list, nominate team leaders and assistants and decide on first
35 scheduled training. After that, the next meeting would be Tuesday May 17 (as the 3rd
36 Tuesday of the month). It was discussed that concerts on the lake start on May 5 and that
37 CERT may be needed for the larger events if interested. Also upcoming Founders Day
38 on May 21st was mentioned as a possible event.
39

40 It was asked that in future emails, Billy link to the City's website. It was reported that the
41 training calendar and minutes would be on the City website once we got under way with
42 regular meetings.
43

44 After much good dialogue, the meeting adjourned around 9 pm.
45

1 MINUTES OF CERT MEETING

2 MAY 4, 2011

3 7 pm

4 Thomas Nalls Station #2

5
6 B. Termin led a meeting of CERT members. 12 member attended. Roll was taken,
7 updates made to the email list and new ID's handed out and old ones collected, where
8 applicable.

9
10 The team decided on team leaders for the various sections and some assistants as well. It
11 was noted that positions will rotate on 6 month terms, so that people can opt out if they
12 want to, instead of being committed for a long period of time. It was decided that the
13 list would be emailed to other members who were not present and they would be asked to
14 respond as to where they want to be placed.

15
16 It was asked who needed to renew their CPR and determined that CERT would see about
17 piggybacking on the class with Police and that Termin would also see if Foster Parents
18 wanted to attend which would make for a bigger class. If CERT can not go to the police
19 class, then a separate class would be given. First Aid will also be addressed, but
20 separately.

21
22 The need for administrative/secretarial staff was discussed. It was noted that Kindred
23 will be maintaining the role as Fire Department Staff Member to the CERT team and as
24 canteen member. However, there is a need for someone to take minutes, class roll,
25 keep track of certifications, and training certificates and coordinate with Fire Department
26 Staff to make sure all is current. Sherry Zerner and Jennifer Jeffus stated they would fill
27 those positions.

28
29 The need for search and rescue classes was discussed and Termin indicated that he had
30 tried to get some through TEEEX and it was too costly. J. Jeffus indicated she is on the
31 staff at TAMU Commerce and would see if they had anything available. S. Jeffus asked
32 if we could only do search and rescue in the County of Rockwall. Termin said he would
33 check into that and get back to the group with an answer.

34
35
36 It was discussed that the Planning Section Leader would be Billy Termin and that
37 planning would be done as a group. The fact that new guidelines are coming out was
38 discussed and Termin stated they will be integrated into our specific needs and SOGs.
39 Planning for the department will be done as a group at meetings.

40
41 Logistics was discussed with J. Pulatie suggesting a locker at each station for supplies.
42 Termin reported that in the future, Stations #2, #3, and #4 would be used for reporting
43 stations. Station 1 will not be used, since it has no areas for storage of materials. It was
44 discussed that we need to know the availability of vehicles to transport items to scenes. It
45 was also discussed that we would need to track availability of CERT members for any
46 sustained events so that shifts could be put into place. Zerner and Jeffus will collect that

47 data in their spreadsheet at future meetings. It was mentioned that logistics can really go
48 under Operations, but the communications area of Logistics will be led by Paul Lynas
49 and Bert Schmiesing.

50

51 Lynas commented on the role of RACES and the ham radio operators in an event.
52 Termin asked him to check with his group to see if they could come to a future meeting
53 to demonstrate how they work, their protocol and how we integrate with them in an
54 event.

55

56 Leaders for Operations were appointed as follows:

57 Fire – Paul Abernathy

58 Search and Rescue – Stan Jeffus

59 Medical – David Schwartz and Maureen Martinack (appointed in absence after they
60 related information to Fire Staff of interest).

61 It was noted that there are other members with expertise in these areas that can sign up on
62 them as well.

63

64 The need for an accurate Canteen list was discussed, and it was noted that the 4 leaders
65 who call out the canteen needed to be verified and then a list of contacts below them
66 needs to be established. It was noted that anyone can be an active Canteen member, but
67 that if they have an interest or experience in another area, they may be used there first in
68 an event. The new availability of NIXLE through the County was reported. The use of
69 that system for CERT needs to be examined.

70

71 The Canteen Van was discussed. It was initially reported at the meeting that there is
72 money that was donated specifically for that purpose of a van, but later clarified by Chief
73 Mark Poindexter that the Golf Tournament raised funds for CERT in general, and that it
74 could be used for training, supplies or a vehicle. Termin reported that if the team wants
75 to pursue getting a vehicle, there are two options; one being to have the City Bid out on
76 the city contract once specs are decided upon. The other option is to approach local
77 businesses and ask them to donate to the van or sponsor it wherein it would be
78 advertising for them as well. Members stated they would like to see what other CERT
79 team vans include, and Termin indicated he would ask Rowlett to bring out their van to a
80 future meeting for us to look at. Seligman commented that we might want to ask
81 AMICA of Rockwall to help out also. Termin asked what the specs and items should be
82 for it and it was discussed that we would need items such as tents, trash bags, at least a
83 two seat van, cool down rags, coffee, water, power bars, kept in the van. Some items
84 would be on the van and others kept at the station where the van is kept. It was
85 determined we would actively go forward on obtaining a van.

86

87 NEXT MEETING:

88

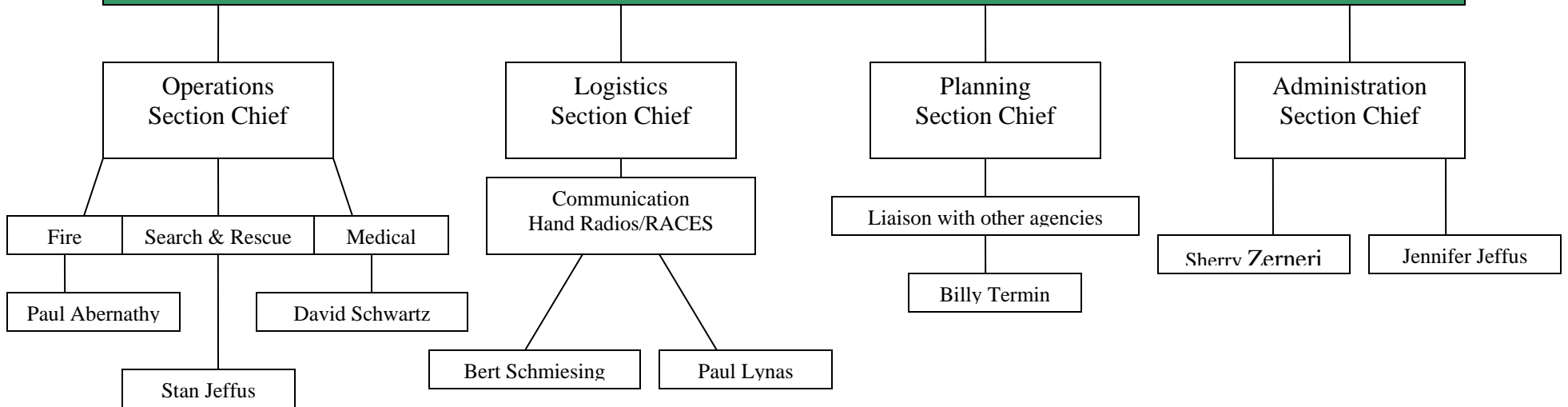
89 The next meeting is May 17th and at that meeting everyone is asked to bring their CERT
90 Bags and either wear or bring their CERT shirts. Also, if you have a key to the station,
91 please bring it so we can determine if they all still work. Some locks have been changed.

92

93 A list of what should be in the bags will be created and bags will be updated as needed.
94 Batteries will be available for flashlights. Also it was noted that in our bags should be
95 insect repellent and sun screen. A list of items needed will be created and a cache set up
96 at stations.
97
98 Van Specs will be discussed, with hopefully Rowlett bringing their van.
99
100 Members of teams will be solidified.
101
102 The possibility of jackets was discussed. It was decided that we wanted quality over
103 quantity and that they should be kept at the station. J. Jeffus said she will look into
104 possible jackets. Some criteria to look at are water repellent, with a possible cold
105 weather liner. It was also suggested that the CERT website might have some apparel to
106 order. Termin was going to look into that possibility.
107
108 Lynas will get with Bert Schmiesing about possible RACES presentation.
109
110 It was asked if these meetings will qualify as training and Termin said yes they will and
111 we will try to have some type of training at each meeting. J. Jeffus asked if we wanted
112 certificates for that training and offered to prepare them. Termin said that would be
113 great.
114
115 It was expressed that it would be helpful to have a wall board for St. 2 that could be just
116 for CERT where things could be kept on that board at all times. Members are asked to
117 think about what type of training they could bring or suggest. Keep in mind the limited
118 budget of \$1,000 per year. A possible 30 minute map class was one suggestion.
119
120 The meeting adjourned at about 9:35 pm.
121

Coordinator/Liaison

CERT TEAM LEADERS



CERT Meeting

- Discussed backpack list
 - Put damage assessment forms on the website so members can make a form packet to add to their backpacks
 - Need current Rockwall map possibly printed on Tyvek paper so we can write on/wipe off
 - Items to keep stocked at the stations
 - Duct tape
 - “Off” or some kind of bug repellent
 - Sunscreen
 - Wet wipes
 - Batteries
 - Zipper spray
- Radios
 - 1 base radio with the vehicle with a charger and a hook up so that we can be on the same frequency with the city
 - Individual hand held radios assigned to each CERT member (possibly donated)
- Billy found out that we are allowed to go anywhere in the state of Texas IF we are called out by the state we cannot just go to the scene and help.
- CERT vehicle
 - City has a truck that we can purchase for a reduced price (it was a former undercover vehicle)
 - Ford King Cab F150
 - Approximately 20K miles
 - Will need to add a topper to the bed
 - Will use the money raised several years ago from the golf tournament to pay for the truck and all accessories
 - Approximate cost
 - \$7000 truck
 - \$1800 wrap with the CERT logo
 - \$1000 topper
 - \$3000 radios
 - \$3000 reserve in account for upkeep of truck

Total \$15,800

1 MINUTES
2 ROCKWALL
3 CERT

4
5 THOMAS NALLS STATION #2
6 920 ROCKWALL PARKWAY
7 ROCKWALL, TX 75032

8
9 7 PM
10 JUNE 16, 2011

11
12
13 A. NEW BUSINESS – CPR TRAINING –
14 Eight CERT Members and 10 COP Members were trained in
15 CPR.

16
17 B. OLD BUSINESS – CERT TRUCK –
18 CERT truck was discussed.

19
20
21
22
23

July 19, 2011

CERT Meeting

CERT met at 7:00 pm at Station #2

The following items were discussed:

- Presentation about communication
 - CB Radio-Victor
 - Ham Radio-Bert
 - Commercial Radios
 - Remote Base Station
 - Repeaters –may have a delay issue
 - Bands used-420-450 Ham radios
 - Trunk system
- Stock lockers at Stations 2 & 3
 - Coolers
 - Thermoses
 - 1 for water
 - 1 for Gatorade
 - Bottled Water
 - Powdered Gatorade
 - Trash bags
 - Energy bars
 - See if we can make an arrangement with Wal-Mart or Costco to help keep supplies in lockers
- Items to stock the truck
 - Tables
 - Chairs
 - Tie downs
 - Additional battery
 - Canopy

August 18, 2011

CERT Meeting

Cert met at 7:00 pm. The following was discussed.

- Truck
 - It was reported that we are still waiting on the topper and that once we have the topper, then we will get it wrapped.
- Nixel
 - Billy is working with the County to get an account for CERT.
 - Jennifer will investigate the free Nixel account for us and possibly see if we can link that account to the County account.
- Exercises
 - Discussion to place as to doing a possible mock search for a person
 - Also discussed was the possibility of doing an exercise of a check on the elderly during this heat wave
- Radios
 - County may be upgrading some radios soon, and we may be able to get some their old radios
 - Bass Pro Shops will sell us some at their cost
- Uniforms
 - We will be Ordering 12 CERT jackets
 - Also considering buying Floppy hats and CERT patches that can be sewn on them.

CERT Meeting

October 20, 2011

- Members need key cards to get into the station in case of an incident
- Members need keys to CERT locker at Station #2
- Can we get one code number specific to CERT for entrance into the station?
- Items for the CERT truck:
 - Small step stool
 - Canopy 10 X 10 (green)
 - Small table
 - Folding chairs
 - Extension cords
 - Generator
 - Portable GPS
 - First Aid Kit
 - Rope
- Hats
 - We will be purchasing hats for the CERT members that we will sew a CERT patch on the front. Members that were present gave hat sizes. Need to get sizes from other members. We will send an email any responses in a week will be added to the order. Otherwise, we will just order a few of a variety of sizes.

1 MINUTES OF
2 CERT MEETING
3 NOV. 15, 2011
4 7:00 PM
5

6 The following people were at the CERT meeting; Norm Seligman, Victor Musil, Bert
7 Schmiesling, Cheryl Zeneri, Molly Bolli, Jennifer Jeffus, Stan Jeffus, Lonnie Mask, Don
8 Rakow, Mike Tonick, Richard Bush and Cindy Kindred.
9

10 Kindred had people try on hats and logged sizes for those who previously had not given
11 sizes. She gave all the hats to Cheryl Zeneri so she can sew on patches once they come
12 in. Kindred will email Zeneri when they come in.
13

14 New member, Richard Bush, turned in paperwork to drive the CERT vehicle. For those
15 who were on the Canteen Short List, ID's were handed out that give them access to the
16 fire station doors. It was noted that Mike Tonick had lost his bag and ID's and so would
17 need the access card replaced. Kindred will follow up. Others who were interested in
18 being on the Canteen signed up on the sheet and were told we would see if we could get
19 all of them the access badges.
20

21 Other business items included :

22 Christmas Parade – Jennifer and Stan Jeffus will be driving the CERT vehicle.
23 Molly Bolli and Mike Tonick are available to help with traffic control. They need
24 notification as to where and when to be present. Kindred told them she will email them
25 on it.
26

27 All present went outside to learn to drive, park and back the CERT vehicle, except for
28 Victor Musil. Tonick showed them how to adjust mirrors, seat, windshield wipers, lights
29 and backing procedures. Questions arose as to how to get gas for the vehicle if needed.
30 Kindred stated she would have to ask.
31

32 Stan Jeffus and Richard Bush are interested in training that was sent out via email if more
33 information can be obtained. Kindred said she would follow up and email any
34 information she could find on it. It was noted that all email attachments need to be PDF.
35

36 It was confirmed that there would be no December meeting and noted that new 2012 ID's
37 would be given out at the first meeting in January 2012. Questions about the access to
38 canteen supplies came up and Kindred stated it was still undecided as to how it will be
39 handled. Molly Bolli reported she has a key to the closet. Kindred noted she also had
40 access key.
41

42 Sheri Zeneri said that she never heard back on her drivers license check for the CERT
43 Vehicle. Kindred said she would check into it and let her know.
44

45 Meeting adjourned at 8 pm.