

Minutes of CERT meeting
1/17/2012

CERT met at St. 2 at 7 pm. Present were:

Cindy Kindred
Richard Bush
Jennifer Jeffus
Kim Williams
Paul Lynas
Stan Jeffus

Kindred issued Richard Bush a backpack and gear.

County training was discussed. It was mentioned that Joe Delaine's email would be sent out and Richard Bush indicated he would like to go to both training days and Jennifer said she would attend the one on the 4th if help was needed.

The list of needs for the Canteen Vehicle were discussed and clarified. All items will be ordered or purchased. The Fire Marshal will be at the next meeting.

CERT polo was issued to Richard Bush. It was discussed that they are fading quickly and we might want to order nicer ones. Jennifer indicated she needed a new shirt and it was discussed that the following would be ordered:

2 medium, 2 Large, 2 XL, 2 (2XL) 2 (3XL)

The issue with items in the back of the CERT canteen truck that do not belong to CERT was discussed. Kindred stated she would ask about them and that once outfitted we would make sure people don't use the items or move them.

Kim Williams discussed the issue with the lack of communication at the Rabbit Ridge fire over the weekend. It was noted that a couple names needed to be moved ahead of Kim's on the list since she doesn't drive the truck. Nixel was discussed and demoed. It was noted that people have to sign up for it to receive the messages/alerts.

New phone numbers were noted for Paul Lynas. A new canteen list was requested to be emailed out. Possible Radios were discussed. Also a Light Bar for the cert truck was requested.

1 CERT Meeting

2 February 16, 2012

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- 4 • CERT truck
 - 5 ○ Fuel card
 - 6 ■ Card will be kept in the glove box
 - 7 ■ All approved drivers must sign and return the City Fuel Policy
 - 8 ■ All approved drivers will receive a PIN for use with the fuel card
 - 9 ■ There will be a log binder in the truck and all receipts should be placed in the
 - 10 zipper pouch in the binder
 - 11 ○ There is an Insurance card also in the glove box
 - 12 ■ If ever in an accident driver
 - 13 • Must report the accident to the Chief first
 - 14 • Must have police officer report
 - 15 • Must be drug tested ASAP after the accident per city policy
 - 16 ○ Supplies
 - 17 ■ All supplies that were on the wish list were purchased
 - 18 ■ Additional supplies that the Fire Department thought would be
 - 19 helpful/necessary were also purchased
 - 20 ■ Before the driver/CERT crew leaves the scene the supplies must be inventoried
 - 21 to make sure that none of our supplies are left at the scene.
 - 22 ○ Power supply
 - 23 ■ There is an additional power supply on the truck
 - 24 ■ You must follow the directions on the power supply and do the steps in order. It
 - 25 is labeled to make it easier.
 - 26 ■ The power supply can handle the coffee pot and one of the tri-pod spot lights, if
 - 27 you try to use both spots and the coffee pot it will blow a fuse. Fuse reset it
 - 28 under the hood.
 - 29 ○ Radio
 - 30 ■ It was agreed to table this topic until we decide if this is really a need of the
 - 31 CERT team
 - 32 ○ Light bar: on hold and will readdress in 3 months
 - 33 • NIXLE Account
 - 34 ○ All CERT members need to text the words: ROCKWALLCERT to 888-777
 - 35 ○ If you are also a canteen member text the words: CERTCANTEEN to 888-777
 - 36 ○ This will be our main way to contact members in case we are called to an emergency
 - 37 • CERT T-shirts
 - 38 ○ It was approved to order the light gray t-shirts with the CERT log on the back and a small
 - 39 logo on the front corner of the shirt.
 - 40 ○ Please make sure to get your size to Ariana or Cindy
 - 41 • Monthly meeting incentive program
 - 42 ○ Each month there will be some sort of incentive given to members that attend the
 - 43 meeting to try to increase attendance.
 - 44 ○ These will be items like CERT mugs, lanyards, etc.
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- Partnership with EastTX CERT
 - This is a county CERT organization that includes Rockwall, Hunt, Kaufman and a few other counties
 - We will not be joining this group because we are funded through the City of Rockwall Fire Department. This gives us protection with the City's workman's comp insurance and other benefits.
 - We are considering partnering with them for trainings. This may be quarterly and we would rotate who was "hosting" the meeting.
 - They have 50 radios with a trailer for frequency that we are able to borrow if needed.
- CERT Team Command Structure
 - Team Coordinator
 - Dennis Dayman
 - Assistant Coordinator
 - Mike Tonick
 - Unit Leaders
 - Stan Jeffus
 - NEED TO FILL
 - Note Takers
 - Jennifer Jeffus
 - Sherry Zerner
- Misc.
 - Email will be sent to members with Fire Department personnel phone numbers
 - Incidents outside Rockwall County
 - We will only go if we get a 213 request from FEMA
 - If we are deployed you are required to commit to a 14 day minimum deployment
 - FEMA/CERT Trainings
 - Online courses recommended
 - 100
 - 700
 - 800
 - Animal training
 - We may do this in the summer 2012
 - 2 part program
 - May have a local vet involved to help
 - Storm Training
 - March 10, 2012 Rockwall Library
 - Search and rescue
 - Possible future training
 - Make sure you have picked up your 2012 ID's from Cindy

CERT Meeting

March 20, 2012

- CERT truck
 - Added sides for the canopy
 - One side has a door, will plan a practice to put it up and take it down
 - Weights for the canopy
 - Duct tape
 - 3-in-1 oil
 - Want to add some stuffed animals to the truck for children we may be helping and some blankets
 - Green notebook in the truck with a check off and check in sheet. There is also a pouch for the gas receipts.
- CERT T-shirts
 - Ordered the green and the gray shirts. They were distributed to the members in attendance tonight.
- Monthly meeting incentive
 - Everyone that came to the meeting tonight was given a CERT lanyard to use for their badges.
- FEMA/CERT Trainings (all online)
 - Mandatory trainings
 - 100b
 - 200b
 - 700a
 - 800b
 - As needed trainings (you will be notified when to take these courses because they will coincide with trainings at our monthly meetings)
 - 5a (Hazmat)
 - 7 (Citizen Guide)
 - 22 (Are you ready?)
 - **55 (House Hazmat) this will be covered in the April meeting so be sure you have done this training before that meeting.**
 - 101 (Deployment)
 - 201 (I.A.P forms)
 - 230 (Emergency Management)
 - 240 (Leadership)
 - 241 (Problem Solving)
 - 242 (Effective Communication)
 - 288 (Volunteer Agencies)
 - 366 (Dealing with children during a disaster)
 - 520 (Pandemic)
- CPR/AED class
 - April 26th 6:30-9:00 Station #2
- Ariana will send emails with any special events in the city where the CERT can help
- Training with COP
 - Search and rescue
- Make sure you have picked up your 2012 ID's from Cindy

OK
DL

CERT Meeting

April 19, 2012

- April 3, 2012 Tornado Debrief
 - Jennifer will write thank you notes to all that came and brought donations to the scene
 - Overall things went well there are a few things we need to change before we are called out again
 - Must use the Accountability badges to sing in
 - Once the CERT truck is on the way to the scene we will send another Nixle alert to let others know to go straight to the scene
 - We need a communication person to give details to the team so that Chief Poindexter and Billy will not be bombarded with our calls
 - We need to determine one person that will go straight to the scene to be the contact person on scene
 - The Red Cross will come to one of our meetings to give us information on how their organization operates during a tragedy
 - Items to add to the CERT truck
 - First Aid kit
 - Aspirin
 - Zip-lock bags (Gallon size)
 - Add the additional table
 - Collapsible crates (multipurpose)
 - Looking into port-a-potties on a trailer
- CERT truck
 - Now that we have had to use the truck in an emergency we now see that there is a definite need for some kind of light on the truck. Jennifer had a difficult time getting through traffic to reach the scene of the April 3rd tornado.
 - There is also a need for some type of radios for the team to communicate with each other on scene.
 - We can use the EastTX radios but we will need more training.
- CERT Polo shirts
 - Check your size to make sure we order the right one
- EastTX CERT
 - Two members came and gave us an overview of their program
 - They do most of their trainings on Saturday's
 - They may offer some of the FEMA classes and we are invited to join them
 - 100 and 700
 - 200 and 800
 - May 24, 2012 8:00-5:00 they will offer FEMA legal issues in a disaster
 - This class is quite in depth so if you have not had some of the other trainings you may not want to attend this one
- Monthly meeting incentive
 - Everyone that came to the meeting tonight was given a CERT keychain
- FEMA/CERT Trainings (all online)
 - **Mandatory trainings – DUE BY JUNE 1, 2012**
 - 100b
 - 200b
 - 700a
 - 800b

- CPR/AED class
 - April 26th 6:30-9:00 Station #2
 - There are only 9 or so slots so if you are interested contact Billy ASAP
- Special Events for CERT
 - Founders Day – May 19th 9:00-5:00 we will sign up for times to work
 - Sherriff's Office Open House – May 5
 - Concerts on the Lake begin Thursday May 10th
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- Make sure you have picked up your 2012 ID's from Cindy

CERT Meeting

July 17, 2012

- Upcoming Special Events
 - Discussion: Last two Concerts on the lake, July 19th, and 26th. Only one person signed up
 - Stan/Mike/Lonnie for 19th
 - Mike/Lonnie for 26th
 - Swim meet at Aquatics Center, Aug 1st-4th, 8:30-11:00 and 11:00-1:00 Need timers
 - Billy Termin to send e-mail with information and sign-up list.
 - Duck race/5K/Event booth, first aid and lost children. 5K 7:30-9:30 traffic control, Booth 8-5pm will send out sign-up.
 - Need Date? Bill Termin will follow-up with date.
 - Open house FD, Oct. 6th fire sta. #2 9am-2pm All these notes are heads up
 - No discussion
- Light for CERT truck
 - Discussion: Show and discuss use of yellow safety light.
 - Bill purchased Magnetic light at Autozone. Made decision that orange would be best.
- Radios/Charger and use
 - We have 2 chargers (120volt) and 4 radios.
 - We will place 2 radios on the chargers and change out every meeting. This will keep all 4 radios charged. If radios are used, then when they are returned to the station, the used radios will be placed on chargers.
- Polos, Pick up if needed
 - Polos are in cabinet at station 2.
- Training
 - Discussion: FEMA on line status of classes taken. Classes needed are 100B, 200B, 700B, 800B
 - To be prepared for a FEMA audit, CERT members need to report on classes taken. Make a copy of your completion certificate and place it in the file folder in the box at station 2. Bill Termin will follow-up with e-mail.
 - CERT members are encouraged to continue training. Schedules will be announced.
 - Oct. 13th and 20th FEMA instructed search class with East Texas CERT Team.
 - Need to know how many CERT members will participate.
 - This is basic search training, ie. Search patterns, wild land, structure, etc.
 - Jennifer Jeffus will post sheet for sign-up.
 - County needs 2-3 members who will volunteer for training for med. Distribution program. Library and Harry Myers Park.
 - There will be a sign-up sheet with 4 dates. The date receiving the most responses will be selected as the training date.
 - Bill Termin will send e-mail with date options.
- Discussion: Switching from monthly to one quarterly business meeting and one quarterly training meeting.
 - Recommended that meetings will be every other month instead of monthly.
 - We have good enough communications to call a special meeting if needed.

- No meetings will be held during May, June, July, or August.
- If we meet every other month, we could still skip a month in the summer.
- Other Information
 - We now have to keep the CERT truck locked (city policy). There is a lock box located on the back of the truck for the key. Bill Termin will send e-mail with instructions and combination. In order to prevent loss of key, there will be a "fob" kept in the cab of the truck that the key can be attached to while the truck is being used. Remove the "fob" and replace the key back into the lock box when returning the truck.
 - Please note the reason for using the CERT truck on the log.
 - Discussed the need for skills at different stations. Maybe have people assigned to a station so when they report, they could be accounted for easier than just showing up at a random station .

CERT Meeting 11-20-2012
Minutes

Meeting called by Billy Termin, at fire station #2. There were nine members in attendance.

Mike Tonick	Sherry Zeeneri
Denis Dayman	James Pulatie
Bert Schmiesing	Jennifer Jeffus
Lonnie Mask	Stan Jeffus
Kim Williams	

1. **Confirm 2013 meeting dates:** January 10th, March 14th, May 9th, July 11th, September 12th, and November 14th. All agreed
2. **Debriefed attendees on FEMA training in Terrell:** Members added ideas to improve next training, including IC, trail team to remove victims, combining different teams, etc.
3. **Discussed upcoming animal care training:** Janice with Rockwall animal control will teach CERT curriculum at January business meeting. She hopes to have a live animal demo for “hands on”.
4. **Members voted on new hoodies and knit caps:** Billy will purchase heather grey hoodies and Black and Green knit caps. The back of hoodie will have CERT in green reflective letters. The front will have members name and Rockwall CERT logo. Knit caps will also have Rockwall CERT logo.
5. **Members were reminded to pick up outstanding Polo’s at Arianna’s office:** Shirts are in a box in her office, Marcie and Cindy can help you find her office and the box at fire station #1
6. **Discussed Velcro name tags for CERT vests:** Billy will order these from CERT.
7. **CERT basic training class 2nd and 3rd weekend of December:** Billy will have a firm answer if class is on, by Nov. 29th due to resignation of Joe Ellis from the County.
8. **Live delivery of IS200 class by the County:** This class is on hold, but Billy will confirm and send an email by Nov. 29th if it will happen.
9. **Members asked about LED flashlights, battery lanterns, and a portable stretcher:** Billy is pricing these items.
10. ***CERT truck in the Christmas parade:** Jennifer Jeffus will drive, but she would like to have a co-pilot.