



Directors' and Sector Chiefs' Training March 11, 2024, Foothill Center

Mike Ramer welcomed everyone and Marie called out Roll Call. There were 45 people present. Directors present who have been approved by CBOD were Mike Ramer, Diane Finley, Ed Munoz, Amy Meier, Mike Gilbert, Daniel Grim, Irene Browne-Grim, Andrea Butler, Marie Colaizzi, and Linda McMullen.

Diane reported that a decision was made at the last CBOD meeting that new **AID stations** should be built this year. We are in contact with Tuff Shed to arrange purchase and delivery through the Villages and will keep you posted on construction.

Mike reported that the next **CPR/AED Training** for Sector Chiefs will be on April 1, 10-Noon, at Vineyard and nine people are registered. There is room for additional people if you'd like to join the class. We have requested two more classes this year, June and August, so you can attend then. The test you take at the end may happen at Noon.

Mike reported that the **date for the Annual Drill** has been changed to October 21, 2024.

Ed opened a discussion on **Quarterly Area Rep Meetings**, and asked for a brainstorming session on how to invite the Reps, how to share Sector Chief duties so Area Reps can learn and take on the duties, what training to provide to Reps, take Reps on visit to their area so they become familiar, etc. Bob Dolci suggested emailing the lock combination to the Reps so they can get into the AID Station if the Sector Chief is absent during an emergency. Richard Holmboe suggested putting the combination on the back of name tags for the Area Reps. Mike Gilbert mentioned he was not aware Sector Chiefs were supposed to be having quarterly meetings with Area Reps. Ed responded that we are asking the Sector Chiefs to try having the meetings because they will provide Area Reps more training and familiarity with their roles. Mike offered it would also be a good opportunity for Area Reps to learn Sector Chief responsibilities and how to fix things not working, ask questions, feel more involved. Carol Baker explained that Richard had come by and explained the role Area Reps play in EPC, and she probably would not have volunteered unless he had come to answer her questions. Richard suggested that the meetings should be a social as well as a business gathering, and we have a sign that shares three things to get started: 1) Turn radio on, 2) Send out Area Reps to houses, and 3) Complete forms for assignments made. Diane clarified that Sector Chiefs have been asked to do Quarterly Meetings to provide more training to assign back-ups, complete forms, use radios. She asked, "How many have held quarterly meetings?" No one raised their hand. She said they were needed to keep the Area Reps engaged with EPC. Arlene Versaw shared that one of their Reps has been asking for the meetings and offered that the meetings would be appreciated by the Area Reps, not viewed as an imposition. Richard suggested maybe a quarterly newsletter would be useful. We could brainstorm topics here, and if drafted by EPC the Sector Chiefs could distribute in person. Bob D. suggested that, since it is now Daylight Savings Time, the Area Reps could go see the AID Stations. Diane added that, for their confidence, we need to get the Area Reps together and train them.

Ed announced that the **Emergency Preparedness Fair** would be held on August 10 in the Cribari Auditorium. Diane asked how many Sector Chiefs attended the last Fair held two years ago and only a few raised their hands. Linda McMullen explained that the last Fair included tables from some of the EPC Specialty Teams and outside Service Organizations, there were speakers on medical and earthquake topics, and there was a raffle for a Go Bag. It will be from 1-4 pm. We will have a meeting of Specialty Team Directors following this meeting to discuss our roles in the Fair.

Mike gave an update on the **EPC Orientations** being held in the Villages:

Sectors 8 and 9 in Montgomery, 12 in Del Lago, 22 in Highland, and 24 in Glen Arden are completed.

Sectors 14 and 16 in Cribari are in process, we are just finishing going door-to-door and are ready for the orientations. Sector 3 in Olivas just needs orientations so will soon be on the completed list.

Next, we plan to meet with Sectors 6 in Hermosa, 15 and 17 in Cribari. Then we will start with Sector 18 in Cribari which does not have either a Sector Chief or any Area Reps. Our goal is to meet with all Sectors.

Mike asked if any sector needs help now. Marie said their Sector 21 does not have a Sector Chief. Richard said all need help, and Mike responded that we need to prioritize if anyone is very low on Area Reps. Cribari and Hermosa 5 are also coming up soon. Mike added that we need Volunteers to go door-to-door, we go out in twos, we have scripts, and will join you for the first time out. Most people are happy to talk to us. Andrea and Lorraine have been helping. You can do this at your convenience. Is anyone ready to help? Many people volunteered and Diane took down the names. Mike will call you when they are ready to knock on doors.

Mike opened the meeting to other topics. Bob asked how many new Area Reps have been identified. Mike said in Sector 12, 13 new Reps were identified but only 13 showed up at the Annual Drill. From the Sector Orientation Mike sends the volunteers' names to the Sector Chief. Mike conducts the Orientation with all residents. The Orientation is actually an Area Rep training. Even if people don't sign up as an official Area Rep, they are encouraged to report to the AID Station following an emergency. They can be paired with a veteran Area Rep to form a pair, doubling our number of Area Reps. Mike said perhaps we need an article in the Villager, that Arlene Versaw has been doing a great job writing Villager articles on different aspects of EPC implementation. Richard H. suggested we use these articles also in an Area Rep or DAC newsletter.

Diane thanked Mike Gilbert for the many good changes he made on the website.

Meeting was adjourned at 9:45 am.

Respectfully submitted,

Linda McMullen

EPC Recorder/Administration