



Directors' and Sector Chiefs' Training August 12, 2024, Foothill Center

Welcome and Roll Call

Mike Ramer welcomed the group at 9 am and introduced new Sector Chiefs: Frank Lombardo and Jan Margolius in Sector 12, Betty Young in Sector 15, Michelle Phillips in Sector 17, and Celerina Sampolo in Sector 18. Marie did a verbal roll call. There were 63 people present, including the following Directors approved by the Club Board: Mike Ramer, Diane Finley, Ed Munoz, Fran Schumaker, Odette Rojas, Parthenia Hicks, Mike Gilbert, Ken Colaizzi, Daniel Grim, Irene Brown-Grim, Vera Buescher, Jean Corrigan, Arlene Versaw, Linda McMullen, and Marie Colaizzi.

NIXLE and Phone Tree

Ed explained that the Villages are transferring to a new alert system managed by Cobalt but it has not yet been implemented. Our contract with NIXLE expired July 31, 2024. So, we are going “back to old school” with a phone tree until the Cobalt system is implemented. Ed explained, as an example, that Mike will call Sector 24, who will then call 5 other sectors who will in turn call 5 other sectors with the news. It is important to keep up with the Activation List after each meeting so you have the contact phone numbers. Question: Do we know when Cobalt will be active? Answer is not now.

Fran brought the Hydration handouts from her presentation at the Fair. They will be at the back table so you can take one as you leave.

EPC Database and Reports

Mike reported that Marie has been keeping the database up to date so thank you, Marie. After the October drill we will not update the old database. Instead, Marie will maintain an Excel database which can give us the same reports. Mike showed sample reports from the database: a Sector, Sector Volunteers, and All Residents in Sector which includes caregivers. EPC will transition to Cobalt once it is available. Hopefully, they can reproduce our current reports. Diane asked the Sector Chiefs who uses reports from the old DMS database? It is good to know who is in the Sector, who are our Area Reps. She added that Marie has done a lot of work transferring the information to Excel. The Excel reporting is available now, please give us 24-48 hours to produce a report and email to you. Now we are running the programs parallel but will drop DMS on October 24. Question: Do we still have access to new resident information? Answer is yes, it is given to Marie. If you need a monthly update, please email her and request it for your sector. She does now give reports to some Sector Chiefs each month.

EPC Fair Debrief

Linda McMullen reported that all table presenters showed except one, they all had tables ready and well staffed by 1:00 pm, and all answered the residents' questions about emergency preparedness. All the EPC volunteers showed up on time ready to work with a smile. Linda thanked EPC for their awesome teamwork. The resident turnout was very good, heaviest the first two hours. The three speakers were well prepared and helpful. The

Information Table was very busy and the handouts were appreciated. Also, the easels were well used and informative. The Go-Bag drawing was successful, well attended and residents looked forward to the many bags given out. EPC received a commendation from the City of San Jose and Linda read out the impressive description. Go EPC! EPC is seen as a model for many organizations in San Jose. Linda asked the Directors and Sector Chiefs to share any lessons learned or other feedback with us so we can improve this Fair for Villages' residents. Comment made that the volunteers at the Service Organization tables did not know anything about the Villages and that next time we could give them a description of the EPC organization and its sectors so they know something about how we work here. Comment made that we got 4 volunteers to sign up for EPC at the Fair – Yay! Jean reported that they gave away all 50 stickers at their table and had great success with the drawing.

AID Stations' Binder

Diane explained there is a new binder in Bin 2 at the AID stations, thanks to Daniel and Irene Grim. On the EPC website (Volunteer/Sector Chiefs/Sector Chief Forms) there is a list of items that should be in the binder. The many items have been organized into folders which are placed in the Binder. From here on out the Sector Chiefs are responsible for keeping the forms updated and the binder organized so staff can find the forms in an emergency. The Admin folder includes damage assessment forms, maps, clipboards with an added black clipboard for Sector Chief, in/out forms, assessment forms, activation list which will be updated after each EPC meeting, Action Manual, extra supplies, and envelopes to return the report to the VEOC. The list of items has also been emailed to Sector Chiefs.

Area Rep Trainings

The next one-hour Area Rep Trainings are 9/26 at 7 pm, and 9/28 at 10 am, in the Cribari Auditorium.

Cobalt Alert System Testing

Matt Hidalgo, Director of Public Safety, asked the EPC team to test the new alert system on Cobalt. He explained that NIXLE did not meet the needs of the Villages. Cobalt already has Villagers' personal information so that worked well for the transfer. They are doing a soft launch of the application and asking EPC members to download the software, and then he wants to send an alert to see if it works and, eventually, if they can send an alert to only part of the population. He explained there are video tutorials on the "push" notification software at www://help.thevillagesgcc.com. Question: Do we have to have the App open to receive notifications? Matt: No, the alert will go to all phones on the application. Cobalt is working on sending the alert to only a portion of those but is not there yet. Mike clarified that the alert will be sent to your cell phone. Question: Is there a voice to landline option? Matt: Not at this time, Cobalt is working on that also.

Next meeting will be September 9.

Meeting was adjourned at 10:10 am.

Respectfully submitted,
Linda McMullen
EPC Recorder/Administration