



CERT Officers Meeting



June 12, 2014

AGENDA

- 1. Call to order - MJ**
- 2. Old Business:**
 - Minutes - Donita**
- 3. Report of activities since April 10, 2014 - Debbie**
- 4. Officer's reports – Donita, Debbie, Joe, Vee, Jim W., and Jim G.**
- 5. On-Going Business:**
 - Website**
 - Procedures for Expenditures**
 - Areas of Focus**
 - Nominating committee**
 - Agenda for next general meeting**
- 6. Adjourn**

CERT OFFICER'S MEETING
JUNE 12, 2014
Location: Jim Barho's Office

Called to order @ 2:05pm

Minutes from 4/10/14 approved as read

Report of Activities:

We have had thirteen events as of today

Since April 5, we have had 231.5 volunteer hours

Jim Barho stated that we can count our travel time in the hours.

Officer's Reports:

Joe H: had a Meadowlakes CERT meeting yesterday with city council and mayor.

Seven out of nine members showed up, and they discussed what CERT is.

Jim B: On Tuesday June 17th, he will be having a half day "Intro to the EOC" class for Granite Shoals city department heads and employees. Twenty-six people will be in the class.

Debbie G: has received positive feedback about having previous CERT class grads teach the fire and search & rescue classes

On-Going Business:

Website:

Some member couples have signed up using the same email address instead of separate emails, and the website kicked them out. Vee is doing the testing and Dan Posey & David Smiles are doing the programming.

Vee is deciding what should go on the home page and what should go on the "what we are about" page without duplicating the content.

The public section is up and available.

We are still working on the secure member section.

Jim B said we need to have all the categories on the website that was listed in a previous website meeting. Vee copied down all the categories.

Meeting minutes will be able to be posted under the secure section.

Jim B brought up the possibility of contracting with David Smiles to finish the website.

We need to get the website finished. We have \$1250 in our account that we can put towards getting the website up and running. Dan & Vee will make a list of what needs to be finished on the site and how long it should take to finish. We agreed to pursue contracting with someone for this job, and David Smiles is our first choice.

Areas of Focus:

Jim B suggests we divide our Logistics & Membership committees up by precinct and have a lead person in each precinct. Joe would still be the chair for membership.

There are a lot of responsibilities and duties involved with these two committees and having precinct leads would help with the work load.

Logistics: The trailer needs to be washed every 3-4 months. It also needs to be reorganized after each event, and used items need to be sanitized. Other duties include getting backpacks and other items on the trailer and to events and classes.

Mary Jane will call Jim Wreyford about the logistics responsibilities.

Training:

Saturday June 14th training from 9-11am on traffic accidents

CERT activation what to bring and HAM radio triage drill: TBD

July 10th training after the general meeting will be on the Good Samaritan Law.

Oct 9th training – TBD

June 19th – everyone needs to be at class at 6:30pm ready to go for a group picture

Procedures for Expenditures:

All items to be purchased with funds from the county CERT account must be done through a purchase order. In the future, we need to list items needed for classes in advance, so we can get the purchase order.

Nominating Committee:

We need to set up a nominating committee for the election of officers. The election will be held at the October 9, 2014 meeting.

Agenda for Next General Meeting:

No one had anything to add to the agenda

Meeting adjourned @ 3:13pm

**Minutes taken and typed by Donita Whitecotton*