



**Burnet County
Office Emergency Management
CERT Officers Meeting**



**March 10, 2016
Jim Barho's office 5:00 pm**

AGENDA

1. Call to order - MJ
2. Old Business:
Minutes - Donita
3. Report of activities since January 14, 2016 - Debbie
4. Officer's reports – Dan, Donita, Debbie, Joe, Vee, and Jim G.
5. On-Going Business:
Shelter Manual
Agenda for next general meeting – April 14, 2016
6. Report from Jim Barho
7. Adjourn

**BURNET COUNTY CERT
OFFICER'S MEETING
MARCH 10, 2016
LOCATION: JIM BARHO'S OFFICE**

Called to order @ 5:03 pm

Minutes from the January 2016 general meeting were read silently by each officer. Dan Posey made a motion for the minutes to stand as read, Jim Gallagher made a 2nd, all approved.

Activities Report by Debbie Gallagher

Activities since January 14th: Skywarn class and shelter manual workshop.

Officer's Reports

Dan Posey – We need to start thinking about elections. An announcement will be made at the next general meeting and an email sent out. Jim G suggests having assistants to help with each position. Dan also suggested we have a test call out once a year. This could be done a week before a general meeting so we can discuss the results at the meeting. Jim Barho will contact Vickie Seiley to set up the test.

Jim Gallagher – The training will be on the shelter manual after the April 14th general meeting. There will be a continued education class on cribbing and website training on a Saturday in April. Jim will look into setting the dates for Class #8. Start date tentatively set for September 15th, 2016.

Vee Brown – Dan will get the thumbnails for the pictures of class #7, so Vee can add them to the website. Dan said we should finish changing the members website user ID's to their CERT ID # instead of the email address. The application link has been fixed on the website.

On-Going Business

Shelter manual: Once the final draft is finished, it will be posted on the website.

Executive Report by Jim Barho

We have received the items that were purchased with the grant funds. The shirts and caps have been put in the CERT trailer. We need to audit the CERT backpacks again. The date for this has been set for May 12th, 2016 @ 5pm. Jim received an email from DPS regarding emergency tracking bands. They will give us the wristbands for free. Jim has requested 1000 bands. These will be used at shelters for keeping track of who comes in. There has been six applications turned in for class 8.

Meeting adjourned @ 6:18pm

Minutes taken and typed by Donita Whitecotton