



Burnet County CERT
4th Quarterly Meeting - General Membership
Burnet Community Center
401 E. Jackson Street
Burnet Tx

January 8, 2015

7:00 P.M.

Agenda

1. **Call to Order** - Mary Jane Shanes, Chair
 - a. Activities since last general board meeting (October 9, 2014)
 - Red Cross Shelter Training – 10/18/14
 - Shelter Exercise – 11/08/14
 - Officer's Meeting – 12/11/14
 - Other activities reported – Deb Gallagher
2. **Minutes** -
 - a. General Membership Meeting October 9, 2014- Donita Whitecotton
 - b. Officer's Meeting – Dec 11, 2014 – Deb Gallagher
3. **Financial Report** - Mary Jane Shanes, Chair
Paid \$500 for our website, Balance - \$750.00
4. **Unfinished Business/ New Business** - Mary Jane Shanes, Chair
5. **Training Officer Report** - Jim Gallagher, Training Officer
 - a. Red Cross Shelter Training – 10/18/14
 - b. Shelter exercise – 11/08/14
6. **Officer's Report** – Dan Posey, Vice-Chair
 - Donita Whitecotton - Secretary
 - Joe Hernandez - Membership
 - Eric Brookbank & Marvin Henderson – Logistics
 - Vee Brown – Web Master

7. **CERT Executive Staff Report** – Jim Barho, Director
 - a. Burnet County Tabletop Exercise -11/8/14

"Purpose of Burnet County CERT"

"The purpose of the Burnet County CERT Board is to recruit, train and coordinate program activities for the community so they can prepare for and/or respond in the event of a disaster."

"Burnet County CERT Mission Statement"

"Mission Statement- The Burnet County CERT Board will act as the representative group for all Burnet County CERT volunteers and will contribute to the effective and efficient operation of the CERT program of the Burnet County Office of Emergency Management."

8. **Announcements/Adjourn- next general meeting will be April 9, 2015**
9. **Training Program**

Burnet County CERT General Meeting

January 8, 2015

1900 hours

Burnet Community Center

Present: 23 members + guest speaker, Wade Hibler

Agenda

Call to order – Mary Jane Shanes, Chair

Activities since last general board meeting (October 9, 2014)

Red Cross Shelter Training – 10/18/14

Shelter Exercise – 11/08/14

Officer's Meeting – 12/11/14

Debbie Gallagher reported 44 members compiled 451.5 total volunteer hours for 4th Quarter 2014.

Notable: James Reimer completed ICS 300 and 400.

Minutes

Minutes from 10/9/14 CERT General Meeting approved.

Minutes from 12/11/14 Officer's Meeting approved.

Financial Report – MJ Shanes: Balance \$750.00

Unfinished Business/New Business – Mary Jane Shanes, Chair

Unfinished – None reported

New: - Mary Jane will be publicizing CERT and upcoming Class #7. She asked for membership to identify clubs/organizations to contact for CERT presentation. Other suggestions for publicity included contacting LCRA, Northland Cable, VFW, and all surrounding cities' websites.

Training Officer Report – Jim Gallagher

Please contact Jim to volunteer to be a "green shirt", assistant instructor, or instructor for Class #7. 02/07/15 is tentative date for 3 hour Continuing Education session at Burnet County Courthouse. We'll work on written procedures for Shelter Set-up.

Officer's Reports:

No reports from: Dan Posey, Vice Chair; Donita Whitecotton, Secretary, or Joe Hernandez, Membership.

Eric Brookbank – Logistics

Will be compiling Inventory List; currently most items will be at County Courthouse, in the CERT trailer, or at Jim Gallagher's barn. Contact Eric if you are storing any CERT property at your location. Eric and Marvin are asking for volunteers for the Logistics Team.

Jim Barho is looking for volunteers who qualify to pull the CERT trailer; must have valid Driver's License and vehicle insurance.

Web Master – Vee Brown:

All members need to log in to test their assigned password. Email Vee via the link on the public side of the website if you experience difficulties.

Vee has photos but the member's directory is still a work in progress.

CERT Executive Staff Report – Jim Barho

Expressed appreciation of Red Cross Shelter concepts but stressed we will be adapting those to fit Burnet County's needs for a CERT staffed shelter.. Looking for volunteers to help with the written procedure manual; need folks with writing or graphics skills. Debbie Carter volunteered to type the manual.

Website: photos and data are loaded on site; almost ready for member's access.

Tabletop exercise (11/08/14) – will do a formal AAR (After Action Review), probably at Burnet Community Center, aiming for a date in February. Details to come.

Continuing Education training: Wade Hibler spoke about current plans for sheltering animals displaced as a result of a disaster.

Announcements/Adjourn- Mary Jane Shanes

02/07/15 – tentative date for next 3 hour Continuing Education session to work on Shelter Procedures manual.

04/09/15 – next General Meeting

Meeting adjourned 2015 hours (8:15 pm)
Gallagher

Submitted by Debbie