



**Burnet County
Office Emergency Management
Burnet County CERT
3rd Quarterly Meeting -
General Membership
Burnet Community Center
401 E. Jackson St
Burnet Tex**



October 22 2016 9:00 A.M.

Agenda

1. **Call to Order** - Mary Jane Shanes, Chair
 - A .Activities since last general board meeting (July 14, 2016)
 - Terrorism & CERT training – July 30, 2016
 - Officer’s Meeting – September 8, 2016
 - Hours reported for 3rd quarter – 722.50
2. **Minutes** -
 - a. General Membership Meeting July 14, 2016
 - b. Officer’s Meeting – July 14, 2016 and September 8, 2016
3. **Financial Report** - Mary Jane Shanes, Chair
Balance - \$1,000
4. **Unfinished Business/ New Business** - Mary Jane Shanes, Chair
5. **Training Officer Report** - Jim Gallagher, Training Officer
Class #8 Currently on-going

Officer’s Report – Dan Posey, Vice-Chair
Donita Whitecotton - Secretary
Joe Hernandez – Membership
Vici MaMahon- Logistics
Vee Brown – Web Master
6. **CERT Executive Staff Report** – Jim Barho, Director
7. **Announcements/Adjourn-**
Officer’s Meeting – December 8, 2016
General Meeting January 12, 2017
8. **Training Program:Shelter Exercise- Barb Bengston, Vee Brown & Robyn Ritcher**

"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."

**BURNET COUNTY CERT
QUARTERLY GENERAL MEETING
OCTOBER 22, 2016
LOCATION: BURNET COMMUNITY CENTER**

Called to order @ 9:03 AM

Activities since our last general meeting on July 14th:
Terrorism & CERT training on July 30th
Officer's meeting on September 8th
Hours reported for 3rd quarter – 722.50

The minutes from the last general meeting on July 14th and the officer's meetings on July 14th and September 8th are posted on the CERT website. Jim Gallagher made a motion to approve the minutes as posted on the website. Barb Bengston made a 2nd, all approved.

Financial Report by Mary Jane Shanes

Jim Gallagher would like to know what the proper procedure to get approval to spend the funds in the CERT account is. Mary Jane will find out.
CERT Account Balance - \$1000

Unfinished/New Business

Jim G requests that when sending emails, the sender specifies which Jim they are speaking to or requesting a reply from. We have more than one Jim in CERT and it gets confusing.

Jim G said the Red Cross trailer is in the process of being refurbished. Jim Duvant is working on doing the floors in the trailer.

Training Report by Jim Gallagher

Class #8 started with 27 students, but we are down to 20 now. The class is going well. The live drill will be on November 3rd @ 7pm at the Burnet fire station.

Logistics Report by Vici McMahan

Vici is in the process of inventorying supplies and equipment. She needs to know the location of all supplies, equipment, and resources and how it will be transported to the scene of an incident when needed.

Webmaster Report by Vee Brown

Vee is working on the reports part of the website and the Gmail link. Some colors have changed on the website. Send Vee any updates or changes to your contact info, and contact Vee for anything concerning the website.

Jim Barho was not in attendance to give the executive staff report

Next officer's meeting – December 8th, 2016

Next general meeting - January 12th 2017

Training to follow after the meeting: Shelter walk-thru exercise

Meeting adjourned @ 9:28 AM