



Burnet County Office Emergency Management



**CERT Officers Meeting
Agri-Life, 607 N Vandever St.
South Wing, Room 13 Burnet, Tx
December 12, 2024 – 1700 Hours**

Call to Order – MJ Shanes

Old Business:

Minutes from July 11, 2024- General Meeting posted
Minutes from September 12, 2024- Officer's Meeting -posted
HHW Collection – October 19, 2024
Class #13 – October 3 – November 14, 2024

Reports:

MJ Shanes, Chair, James Reimer, Vice-Chair, Amy Willeke, Secretary,
Brenda Conn, Membership, Vee Brown, Web Master, Toni Hauer, Logistics,
Jim Gallagher, Support Position, Robyn Richter, Training Officer,
Derek Marchio, EMC

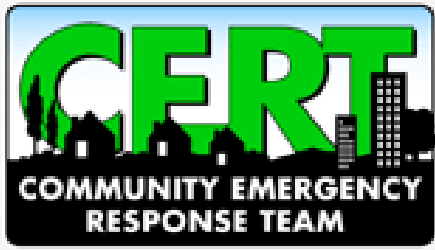
On-Going /New Business

Election of Officers
Training for 2025
Agenda for January 9, 2025

Adjourn

Upcoming Meetings:

General: January 9, 2025
Officers – March 13, 2025



Burnet County Office Emergency Management

Burnet County CERT Executive Board Meeting

**Agri-Life, 607 N Vandever St,
South Wing, Rm 13, Burnet, Tex.
December 12, 2024 - 1900 Hours**



Called to Order: 1845 hours by Chair Mary Jane Shanes with concurrence as all expected were present and concurred.

Officer's Reports:

Vice Chair James Reimer: The Household Hazardous Waste (HHW) event on October 19, 2024, went well but several things were identified that need to be addressed:

1. Cones were needed to protect the wash station since this year they were unable to put it against the wall,
2. The paper towel dispensers did not work so the paper towels had to be put under a rock,
3. CERT lacked the correct color of markers and duct tape to label items,
4. CERT was expected to handle minor medical issues since this year no EMTs/paramedics were available. Commissioner Luther brought in his first aid kit but it was not marked so need a first aid kit that is labeled and should really have EMTs/paramedics available.

Membership Chair Brenda Conn advised that she needs the sign in sheets from the HHW event and so far, she had 109 hours of volunteer time for the quarter.

Chair Mary Jane Shanes advised that Webmaster Vee Brown has all of Class 13 on the website.

Emergency Management Coordinator (EMC) Derek Marchio advised that Logistics Toni Hauer has the inventory updated.

EMC Marchio: CERT will aim for a CERT field day to do hands on in all the major areas where participants go from skill station to skill station.

Vice Chair Reimer: Need to cover layout /structure of Burnet County emergency services at first class and emphasize that the ICS classes need to be completed. Also advised that we need to review the by-laws and position descriptions to see if any changes need to be made. We also need a tracking system for the ICS classes to see that they get completed. Members need to complete ICS 100, 200, 700, and 800. These can be done on line or covered in a Saturday class. ICS 300 and 400 are in person classes

Training Coordinator Robyn Ritcher advised that Class 13 was engaged, were good with skipping Halloween night, highly rated the fire and medical portions of class, and liked the hands-on portions and suggested more hands-on classes or scenarios.

Support Jim Gallagher advised that during the last class, there was not time to do a review of prior classes, mannequins were not used, and instructors were unable to get to all of the material in the student handbook, and communication was missing at times.

Chair Shanes: Conduct a scenario at the end of class to bring all of the training together.

New Business:

Chair Shanes: Election of Officers: The Chair, Vice Chair and Secretary are all stepping down and elections will be at the January 9, 2025, meeting. The policies and board structure are on the website.

Upcoming training:

January 18, 2025 – Red Cross Shelter Fundamentals and Shelter Supervisor will be held at the AgriLife Building.

Skywarn will be in February or March.

Stop the Bleed and a CERT Circus or Rodeo will also be upcoming.

Currently there are 67 names on the emergency activation list which may need to be updated