



## Encinitas CERT

### Minutes of the Regular Meeting of the Board of Directors

**Meeting Date: Tuesday, 13 November, 2012, 18:30**

**Location:** Encinitas Community Center; 1140 Oak Crest Park, Encinitas, California

**Attendees:** Directors: Paul Thatcher, Doug Jones, Charles Schmid, Doan Hohmeyer, Dave Tostenson

**Others:** Dismas Abelman

**Absent Directors:** Marty Conrad, John Keller

1. Meeting called to order at 18:29
2. The minutes from October 9<sup>th</sup>, 2012, were approved with one change: *item 15, Doan Hohmeyer to act as "Information Officer"*.
3. Treasurers Report- CS
  - a. Bank Balance as of November 9, 2012 was \$3,711.30
  - b. Future costs
    - ERV Reg. – unknown (documented later in these minutes)
4. Are You Ready (AYR) program - DT
  - a. Ready America inventory purchased for December 9<sup>th</sup> presentation, \$2065.57
  - b. AYR 10/17 event: approximately 40 people attended, sold about \$915 worth of inventory
  - c. Next presentation will be at the San Dieguito Methodist church on December 9<sup>th</sup>. This event is not open to the public (church members only).
5. Fall Festival, November 18 - DJ
  - a. At this time we don't have an entry.
  - b. 5 persons have volunteered to work the event
  - c. DJ, PT, DT to coordinate setup
  - d. DJ submitted an application for the Spring Festival, a 2 day event
6. Display/Booth upgrades – DT
  - a. David suggested that we look into the purchase of table covers for our display/booth. The cost was about \$250 for one table cloth with one color printing. The vendor was "Bullseye Custom Table Covers" - we might consider as a future purchase
  - b. Existing posters used for display need to be recreated and/or mounted in frames.
  - c. David has been unable to locate an "events coordinator"

7. Holiday Parade – PT
  - a. December 1<sup>st</sup> at 5 PM, we need to be there by 4 PM
  - b. John Keller to drive the ERV
  - c. Gay Spencer to help decorate
  - d. Need a Boy/Girl Scout troupe to participate
  - e. CS to reach out to the division leads to solicit participation in the Holiday Parade, DT to provide contact information for division leads to CS
  
8. ERV – DJ/CS
  - a. CS – According to AAA, \$1391 is due to update our registration through June 2013
  - b. CS – registration was paid through 2011, ERV still registered to previous owner
  - c. CS – Smog certificate never made it to DMV
  - d. DJ – Use Kathy at AAA, fees should be about \$379 per year
  - e. DJ – Doug to visit DMV and try to get penalty fees of \$500 waived
  - f. CS – ERV had 341,753 miles on it when it was transferred to EncCERT, declared value was \$1,500
  - g. DJ – Transmission is OK, just needed an additive and to be driven
  
9. Communications – DH
  - a. Meet with Dismas Abelman to review radio needs. One of the City's handheld radios set aside for CERT is missing, 3 remain. Maybe Arnie Lewin has it?
  - b. DH to merge membership lists and update newsletter contact information and Alert SD system
  
10. Next General Membership Meeting
  - a. Wednesday January 23<sup>rd</sup>, 2013 is tentatively scheduled for the next general membership meeting. CS and PT to schedule a facility. Time: 18:30 to 20:00
  
11. Reorganization of division
  - a. DT would like to align our CERT divisions with the Fire Department management zones. This would reduce the number of divisions from 7 to 5.
  - b. Discussion was tabled for a future meeting.
  
12. Standard Operating Procedures (SOP) – DA
  - a. Deputy Fire Chief Dismas Abelman has continued to work on our SOP document and emailed the draft to all directors before the meeting
  - b. DA: please continue to provide comments; the document is a work in progress.
  
13. Meeting adjourned at 19:45

The above minutes are considered to be a true and accurate recording of all items discussed and the associated commitments and decisions. Should any discrepancy be noted, advise the recorder. If notification is not received within Three (3) days, minutes are deemed accepted by all.

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**Encinitas CERT is a non-profit 501 c 3 organization dedicated to the education, training, and involvement of the citizens of Encinitas in preparing for and responding to emergencies within our community.**