



**Encinitas CERT**  
**Regular Meeting of the Board of Directors**  
**Meeting Minutes**  
**Meeting Date: Tuesday, October 14, 2014, 18:30**

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

**Board Members Present:** Charles Schmid, Doan Hohmeyer, Lisa Bentson

**Others:** Dan Drogichen (member), Gay Spencer (member), Loyd Wright (member), Arnie Lewin (Encinitas Fire Dept. liaison), Josh Gordon (Encinitas Fire Dept.), Brian DeWolf (member)

1. **Meeting called to order** at 18:33
2. **August and September 2014 Minutes:**
  - a. The minutes from August 12, 2014 and September 9, 2014 were approved as written.
3. **Grant Work**
  - a. We have received a check for \$2,500 from SDG&E
  - b. The Mizel Grant for 2014~2015 is \$5,000. We must first purchase the items/services then request reimbursement before June 1, 2015.
4. **Treasurers Report** – Lisa Bentson
  - a. Report accepted (included as attachment “A”)
  - b. Check for Doan Hohmeyer of \$521.58 is for General Meeting food and supplies \$153.58, Minuteman Press 2,500 copies of Disaster Preparation Guidelines (\$340), Minuteman Press 200 copies of Hand’s Only CPR (\$28).
5. **Disaster Preparedness Brochure**
  - a. Minuteman Press printed 2,500 Disaster Preparation Guideline brochures, about 500 were passed out at the general meeting for distribution into neighborhoods; approximately 300 were passed out at the Encinitas Oktoberfest.
6. **Membership List**
  - a. A few members present suggested that we have a printed copy of the roster available.
  - b. Need to query membership for permission to be included.
7. **Emergency Response Vehicle**
  - a. Josh Gordon: any RED forward facing light must be removed or changed to ORANGE.
  - b. Josh offered to have the vehicle inspected by his service department, to be paid for once by the Encinitas Fire Department. But first Encinitas CERT needs to decide what the purpose of the vehicle is for and if we should expend any more effort to keep it.
8. **Solicit our membership for support of** (board directed Doan to handle this task):
  - a. ERV maintenance and operation
  - b. Standard Operating Procedure document work (Brian DeWolf and Loyd to start work)
  - c. Division operation and communications
  - d. Public outreach
  - e. Social Activities (Gay and Lisa to start work on this)
  - f. Storage of CERT organization equipment

9. **Fall Picnic**
  - a. The Del Mar and Solana Beach CERT organizations have indicated to Gay that they are not available to host a picnic.
10. **County Drill** – Countywide CERT drill: November 8 at 8 AM in Chula Vista
11. **Fall Street Fair** – November 23, 9AM to 5 PM
  - a. Need to get the word out for volunteers
  - b. Need CPR dummy for Hands Only CPR presentations
12. **Fall CERT Academy**
  - a. Starts November 5, final drill Nov 22
  - b. Space still available, encourage participation
13. **Action Items:**
  - a. **Budget** (fixed costs each year) – Charles and Lisa to work on. *OPEN*
  - b. **Tires for ERV** – Paul Thatcher: no progress. *OPEN*
  - c. **SOP** – Brian DeWolf/Dave Tostenson/Loyd Wright. *OPEN*
  - d. **Spring Academy Graduate Assignments to Divisions** – Dave Tostenson. *OPEN*
  - e. **Welcome letter to new Encinitas Fire Chief** – Doug to have something for Council Meeting on March 19th. 3/19 agenda was full, not presented. *OPEN*
  - f. **Membership List Online Solution** – Doan/Brian. *OPEN*
  - g. **Equipment Access Procedures** – Doan Hohmeyer. *OPEN*
14. **Meeting adjourned** at 20:06
15. **Next Board Meeting:** December 9, 2014; 18:30; Encinitas Community Center

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.



**Monthly Financial Statement  
September 1 - 30, 2014**

Beginning Balance – September 1st \$ 5645.79

<b>Deposits</b>	<b>\$ 2500.00</b>
-----------------	-------------------

- |         |    |      |
|---------|----|------|
| 1. SDGE | \$ | 2500 |
| 2.      | \$ |      |
| 3.      |    |      |

<b>Withdrawals - Cleared</b>	<b>\$ 32.00</b>
------------------------------	-----------------

- |                     |                   |    |       |
|---------------------|-------------------|----|-------|
| 1. 2009 Gay Spenser | Octoberfest booth | \$ | 30.00 |
| 2. Bnk Db AW Bank   | Paper Statements  | \$ | 2.00  |
| 3.                  |                   |    |       |

<b>Balance – Bank</b>	<b>\$ 8113.79</b>
-----------------------	-------------------

<b>Yearly Fixed Costs for 2014 (Informational Only)</b>	<b>\$ 2,539</b>
---	-----------------

- |                      |                          |    |          |
|----------------------|--------------------------|----|----------|
| 1. BOD Liability Ins | (Philadelphia Insurance) | \$ | 863.00   |
| 2. ERV Insurance     | (Commerce West)          | \$ | 382.80   |
| 3. ERV Registration  | (DMV)                    | \$ | 391.00   |
| 4. GL Insurance      | (Philadelphia Insurance) | \$ | 1,079.00 |

Lisa Bentson:  Date: 10-14-14

## CERT 2014

Date	Check #	Name	Purpose	Expense	Deposit	New Bal.
<b>1/1/2014</b>		Beginning Balance				<b>\$ 10,572.48</b>
2/12/2014	1022	Chas. Schmid	Web Hosting	387.66		\$ 10,184.82
2/26/2014	1023	DMV	YRV registration	455		\$ 9,729.82
	1024	Void	Doug for YRV			\$ 9,729.82
2/25/2014	1025	Doan Hohmeyer	food for meeting	185.18		\$ 9,544.64
3/11/2014	1026	Dave Tostenson	2013 mizel draw	129.52		\$ 9,415.12
3/24/2014	1027	Ready America	supplies	1548.72		\$ 7,866.40
3/28/2014	Bnk Db	Deluxe Bus System	checks	71.14		\$ 7,795.26
4/3/2014	Dep	Gay	Sale of Bags		137	\$ 7,932.26
4/8/2014	2001	David Tostenson	Equipment	2375.22		\$ 5,557.04
5/14/2014	2002	David Tostenson	Equip-Spec Event	181.33		\$ 5,375.71
5/31/2014	2003	Doan Hohmeyer	Qtrly Member Meeting	94.27		\$ 5,281.44
6/9/2014	2004	Dave Tostenson	ERV smog	68.25		\$ 5,213.19
6/9/2014	2005	DMV Renewal	DMV Renewal	391		\$ 4,822.19
6/9/2014	2006	Commerce West	ERV Ins. 2013-14	2.6		\$ 4,819.59
6/30/2014	2007	Commerce West	ERV Ins July 14 - June 15	382.8		\$ 4,436.79
7/16/2014	Dep		Grant		2000	\$ 6,436.79
7/28/2014	Dep		Sale		72	\$ 6,508.79
8/14/2014	2008	Philidelphia Ins	B.O.D. Liability	863		\$ 5,645.79
9/9/2014	2009	Gay Spencer	Octoberfest Booth	30		\$ 5,615.79
9/19/2014	Dep	SDGE	Grant		2500	\$ 8,115.79
9/30/2014	Bnk Db	AW Bank	Paper statement fee	2		\$ 8,113.79
10/13/2014	2010	Doan Hohmeyer		521.58		\$ 7,592.21
10/13/2014	2011	Philadelphia Ins		1079		\$ 6,513.21

**END of Attachment "A"**