



## **Encinitas CERT**

### **Regular Meeting of the Board of Directors**

#### **Meeting Minutes**

**Meeting Date: Tuesday, February 9, 2016, 6:30 PM**

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

**Board Members Present:** Doan Hohmeyer, Loyd Wright, Dave Tostenson

**Others:** Dan Drogichen (member)

1. **Meeting called to order** at 6:30PM
2. **January 2016 Minutes**
  - a. The revised minutes from January 12, 2016 were approved (draft rev 2).
3. **Treasurer's Report** – Loyd Wright
  - a. Loyd received two bags of binders from Lisa Bentson prior to the board meeting. New checks have arrived, only one signature line: we will need to administratively enforce a two signature requirement.
  - b. The January 2016 Treasurer's Report is included as attachment "A", ending bank balance on January 31, 2016: \$14,026.91.
  - c. January 2016 Treasurer's Report was approved.
4. **Previous event review**
  - a. The TIP presentation to the general membership on January 27th was well received. Close to 50 CERT members from Del Mar, Solana Beach, and Encinitas were in attendance.
  - b. There was no Division C meeting in January.
5. **Upcoming Events**
  - a. No upcoming events this month.
  - b. Topics for a general meeting in April were briefly discussed: communications, medical triage, ICS review were all possibilities. No decision was made on a program.
6. **Firehouse Subs Public Safety Foundation Grant**
  - a. Arnie Lewin completed the installation of the repeater backup batteries purchased with Firehouse Subs grant money.
7. **Miscellaneous Tasks**
  - a. David verified the "Remind Me" mobile application works on both iPhone and at least one Android device. He will continue working with it.
  - b. Facebook – Brian DeWolf has not communicated any progress. Doan to contact Lisa Bentson's assistant to help set up our Facebook presence.
  - c. AYR Presentation – Dave Tostenson will coordinate with Arnie Lewin to request a date in March for a presentation open to all Encinitas residents, no progress was made last month.
  - d. Recognition of 2015 Spring and Fall Academy Graduates – no progress
  - e. Update Poster Boards for Use at Street Fairs – Dan Drogichen completed restoration and laminate work on our poster materials. The poster boards were shown to those in attendance, great work!
  - f. Doan to contact Chief Spaulding for another meeting to discuss CERT activities.

- g. Board directed Dan Drogichen to continue efforts to make online DSW renewal procedures and forms available to Solana Beach and Del Mar via our website.
  - h. SOP needs to be updated to include new requirement for IS-317. Future section topics were discussed: *Amateur Radio, ERV use, Activation procedures, Phone Tree and other communication channels.*
  - i. Website hosting fees have been paid through 3/9/2017, no action needed this month.
  - j. David Tostenson to contact Encinitas Advocate to inquire about costs to distribute our Disaster Preparedness Flyer. This activity could be paid for by the Mizel grant money.
  - k. Highrise HQ CRM system – Doan demonstrated the capabilities of the online contact relationship management system, Board agreed to pay for the services for a few months (\$25 per month) and review the benefits in the April/May timeframe. Service can be discontinued at any time, Doan is the account owner. See <https://encinitascert.highrisehq.com/>
  - l. Loyd and Doug to find a leader for Division D.
8. **Meeting adjourned** at 7:34 PM
9. **Next Board Meeting:** March 8, 2016; 6:30 PM; 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  
January 1 - 31, 2016**

<b>Beginning Balance – January 1st</b>	<b>\$ 14,006.32</b>
<b>Deposits</b>	
	<b>\$ 20.59</b>
1. David Tostenson	\$ 20.00
2. AW Bank Accr Int	\$ .59
3.	\$
4.	\$
<b>Withdrawals</b>	
	<b>\$ 0</b>
1.	\$
2.	\$
3.	\$
4.	\$
5.	\$
<b>Balance –</b>	<b>\$ 14,026.91</b>

<b>Estimated Yearly Fixed Costs for 2016 (Informational Only)</b>		<b>\$ 2,833.76</b>
1. GL Liability Ins	(Philadelphia Insurance)	\$ 863.00
2. ERV Insurance	(Commerce West)	\$ 501.76
3. ERV Registration	(DMV)	\$ 390.00
4. BOD Insurance	(Philadelphia Insurance)	\$ 1,079.00

Lloyd Wright: *Lloyd Wright* Date: 2/6/2016

