



## **Encinitas CERT**

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

#### **Meeting Minutes**

**Meeting Date: Tuesday, May 9, 2017, 5:30 PM**

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

**Board Members Present:** Doan Hohmeyer, Dave Tostenson, Loyd Wright, Lori Dilley, Justine Tanzman

**Board Members Absent:** None

**Others:** Dan Drogichen (member)

1. **Meeting called to order** at 5:30 PM
2. **April 2017 Minutes**
  - a. The minutes from April 11, 2017 were approved as written.
3. **New Board Member** – Board voted to approve Justine Tanzman as a Board Member at Large effective immediately.
4. **Treasurer’s Report** – Loyd Wright
  - a. The April 2017 Treasurer’s Report is included as attachment “A”, ending bank balance on April 30, 2017: \$9,310.80.
  - b. The main expense was \$700 to Redstone Marketing for promoting the March 6, 2017 “Are You Ready?” presentation.
  - c. April 2017 Treasurer’s Report was approved.
  - d. DMV fees of \$398 will be paid in May
5. **Review of Recent Events**
  - a. General Meeting April 19<sup>th</sup> Disaster Psychology – 29 people attended the meeting: six from Del Mar, two from Elfin Forest, 15 from Encinitas, two from Rancho Santa Fe and four from Solana Beach. Wendy Tayer gave an excellent presentation. She will be taking over disaster psychology training for the CERT Academy.
  - b. Street Fair April 29-30
    - 31 people signed up expressing interest in the Academy. 12 people signed up to be notified of the next “Are You Ready?” presentation. The Band Aid dispensers were well received by those who completed sidewalk CPR training or signed up for future events.
    - We paid \$100 non-profit rate for our location on the main street. There did not appear to be much traffic at the H Street Emergency Preparedness area. However there was a lot of interest in the ERV that was parked at the entrance to H Street and manned by Interfaith Ministries volunteers. The Interfaith Ministries only participated in the street fair on Saturday.
    - For Fall Street Fair, Board voted to approve paying for two booth spaces on the main street so we can place the ERV next to our booth and benefit from the attention it brings. Justine Tanzman will confirm whether there will be an emergency preparedness area on H Street. If yes, Justine will ask event organizers to move our two spaces close to H Street.
    - Justine is requesting photos and information be added to the inside of the

ERV to add interest. Board will discussed at June meeting.

c. Spring Academy Status – Dan Drogichen

- Dan attended first session presenting on our website and HAM radio. There were 14 Encinitas participants. No HAM radio operators.
  - Board will consider asking Arnie Lewin if he wants two CERT members to assist filling out forms and taking photos during the first session of future academies.
- Board discussed continued interest in bringing Livescan to first session. Single payment from the City is one outstanding issue. Dave Tostenson, who will be speaking to Fire Prevention regarding them paying for “Are You Ready?” advertising, will inquire about the payment issue.
  - Of the six Fall Academy graduates, two completed all requirements immediately. One has now completed both Livescan and IS-317. One has now completed Livescan but not IS-317. Two have not completed either requirement.
  - Dan will follow up with Spring Academy graduates to encourage completion of requirements.

**6. Grant Work**

- a. Mizel Grant 2016 – 2017 – Justine Tanzman will complete spring street fair form. Doan Hohmeyer will complete the final paperwork for reimbursement of funds.
- b. Mizel Grant Application for 2017 – 2018 – No update yet from the City since submitting the application. Lori Dilley will attend the June 7 City Council meeting announcing the grant awards.
- c. SDG&E 2017 -2018 Grant – Doan Hohmeyer will ask Arnie Lewin, Chief Spaulding and Josh Gordon if they have received the request from SDG&E to complete the grant application.

**7. Future Events**

- a. June 3 Skills Course by Josh Gordon – Doan Hohmeyer will contact Josh for location and topic. Doan to request that participation in one session will fulfil training requirement for DSW renewal.
- b. July General Meeting – Potential topic is wildland urban interface.
- c. August 19 Skills Course by Josh Gordon – no update
- d. November 18 Skills Course by Josh Gordon – no update
- e. CPR Class for Members and General Public – This would be a good recruitment vehicle for CERT.

**8. Miscellaneous Tasks**

- a. Recruit Board Members – George Schneider of Solana Beach offered to join our board. Board agreed not to pursue his offer at this time as we have five board members. George is welcome to attend all Encinitas CERT meetings.
- b. ERV – We must replace all red lamp covers visible from the front with amber colored covers. Body work still needs to be completed.
- c. New Tee Shirts – Justine Tanzman is still investigating pricing.
- d. Website – Glen Johnson completed the project. Dan Drogichen will continue to keep up with posts and calendars. Doan Hohmeyer will look for another person with Wordpress experience to work on reformatting content.
- e. Highrise CRM System – Doan Hohmeyer will create a tutorial on how to send out e-mails through the System.
- f. Division Leader Review Division D, E and G have no leaders. Remaining division leaders are still active: Dave Tostenson (F), Doug Jones (C), Lou Vargo (A), Hugh Christensen (B).

- g. DSW Card Renewal Notification – Doan Hohmeyer will send Dan Drogichen the names of people whose cards are expiring in the next eight months. Dan will make contact with the names on the list to encourage renewal.
9. **Meeting adjourned** at 6:40PM
10. **Next Board Meeting:** June 13, 2017; 5:30 PM; To be held at Firehouse Subs Restaurant 132 N. El Camino Real, Encinitas with the ERV outside.

**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  
April 1 - 30, 2017**

**Beginning Balance – April 1st** **\$ 10,060.29**

<b><u>Deposits</u></b>	<b>\$ 0.00</b>
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- |    |    |  |
|----|----|--|
| 1. | \$ |  |
| 2. | \$ |  |
| 3. | \$ |  |
| 4. | \$ |  |

<b><u>Withdrawals</u></b>	<b>\$ 749.49</b>
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|--|----|--------|
| 1. 2073 Redstone Marketing – AYR Ads       | \$ | 700.00 |
| 2. 2074 David Tostenson – Tax on Brochures | \$ | 14.49  |
| 3. Stop Payment Charge                     | \$ | 35.00  |

<b>Balance –</b>	<b>\$ 9,310.80</b>
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<b><u>Estimated Yearly Fixed Costs for 2017 (Informational Only)</u></b>	<b>\$ 2,949.76</b>
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|---------------------|--------------------------|------------|
| 1. GL Liability Ins | (Philadelphia Insurance) | \$ 854.00  |
| 2. ERV Insurance    | (Commerce West)          | \$ 627.76  |
| 3. ERV Registration | (DMV)                    | \$ 389.00  |
| 4. BOD Insurance    | (Philadelphia Insurance) | \$1,079.00 |

Loyd Wright:  Date: 5/6/2017

