



Encinitas CERT

Regular Meeting of the Board of Directors

Meeting Minutes

Meeting Date: Tuesday, February 13, 2018, 5:32 PM

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

Board Members Present: Doan Hohmeyer, Dave Tostenson, Loyd Wright, Justine Tanzman, Doug Cochrane

Others: Dan Drogichen, and Brie Cardoso, Steve Hensley

1. **Meeting called to order** at 5:32 PM
2. **January 2018 Minutes**
 - a. The minutes from January 8, 2018, were approved as written.
3. **Treasurer's Report** – Loyd Wright
 - a. The January 2018 Treasurer's Report is included as attachment "A", ending bank balance on January 1, 2018 of \$7794.70.
 - b. Withdrawals for the month were limited to the Re-imbusement to D. Cochrane for Presentation Handout of \$21.55
 - c. January 2018 Treasurer's Report was approved as submitted.
4. **Filling Missing Positions**
 - a. **Secretary** – No one from our organization has stepped up to the request for help so we will keep it open until we find someone to fill the position.
5. **Future Events**
 - a. **Spring "Are You Ready"** scheduled for Wednesday, March 26th. Arnie Lewin has made arrangements for the room at the Community Center and has committed to doing the presentation. David Tostenson will take on the task of coordinating the promotional aspects of the event along with Brie Cardoso. Doug Cochrane will coordinate with Solana Beach and Del Mar to extend the invitation to those groups. Brie Cardoso, with assistance from Justine Tanzman, will coordinate getting the Emergency Supplies that we will offer at the presentation. The Board approved the expenditure of \$500.00 for this effort and authorized the treasurer to purchase the items with a single check signature.
 - b. **Spring CERT Academy (Scheduled to Start of Tuesday, April 3rd)** – Doan Hohmeyer has sent out the initial EBlast for this event and so far has 4 signups.
 - c. **Spring Street Fair** – This year's Street Fair is scheduled for Saturday and Sunday, April 28th and 29th. We have reserved 2 spaces so that the ERV can be displayed along side of our Booth. This will be posted on the Website and a call for Volunteers will go out around April 1, 2018.
 - d. **General Membership Meeting** – It was agreed that we should have a general meeting sometime in May with Doug Cochrane agreeing to do the planning and coordination to make it a Picnic type of event that includes Solano Beach and Del Mar Membership.

6. **Training and Special Project Status**

- a. **Standard Operating Procedure – Doan Hohmeyer, Doug Cochrane** - A brief discussion was held to update the Board Members on the progress of this SOP. Arnie Lewin’s comments are being evaluated for incorporation into the document. The next step will be submittal to the CERT Operation Group for approval and distribution.
- b. **Potential Assistance for Future Skills Practice Sessions** –Still waiting for feedback from Martinez regarding his qualifications.
- c. **Future Training with Josh Gordon**– This activity is on hold with possible resumption in March.

7. **Completed Tasks and Projects.**

- a. January 24, 2018 Encinitas City Council CERT Recognition - The event was a relatively successful outing with approx. 20 members showing up and retiring to Peabodys for and “After Event Thank You” hosted by Brie Cardoza at Peabodys. The Board agreed that this was a very positive event and one that we need to do more of in the future.
- b. Volunteer Expo (Bethlehem Lutheran Church) – The event was held on Sunday, January 28th, attended by the Church Congregation. Doan Hohmeyer, Doug Cochrane and Dave Tostenson manned the CERT Booth at this event. For the time spent it was felt that our booth was relatively successful collecting approx. 15 names interested in either the Are You Ready or CERT Academy Programs.

8. **Miscellaneous Tasks or Projects**

- a. **ERV** – Doan is going to submit and outreach Eblast to the membership seeking suggestions and or help to get the ERV painted and decaled.
- b. **Website Security** – The issue of our website security was raised and discussion ended with a decision to expend up to \$100 per year to support HTTPS.
- c. **Division Leader Review** – No Action of this issue.
- d. **DSW Card Renewal Notification** – Dan’s ongoing task no new developments. An issue has been raised regarding the requirement for annual training to obtain a renewal DSW Card. Doan will pass this along to the CERT Operations Group for clarification along with the Board’s recommendation that it be as lenient as possible.
- e. **Emergency Preparedness Review at Paul Ecke Central** – No Action this month.
- f. **Tax Exempt Status** – Waiting on the State notification of a renewal of our status.
- g. **CERT Facebook Update** – Brie Cardosa is taking this task on and will report to the Board next month.
- h. **DOUG COCHRANE OFFICAILLY NOTIFIED THE BOARD THAT HE VOLUNTEERS FOR ANYTHING AND EVERYTHING.**

9. **Meeting adjourned** at 6:42 PM

10. **Next Board Meeting:** March 13; 2018 5:30 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, 2018**

Beginning Balance – January 1st \$ 7,816.25

Deposits	\$ 0.00
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- | | | | |
|----|--|----|------|
| 1. | | \$ | 0.00 |
| 2. | | \$ | |
| 3. | | \$ | |
| 4. | | \$ | |

Withdrawals	\$ 21.55
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|----|--|----|-------|
| 1. | 2092 Doug Cochrane – Presentation Handouts | \$ | 21.55 |
| 2. | | \$ | |
| 3. | | \$ | |
| 4. | | \$ | |

Balance –	\$ 7,794.70
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Estimated Yearly Fixed Costs for 2018 (Informational Only)	\$ 2,644.80
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|----|---|----|--------|
| 1. | GL Liability Ins (Alliance Member Services) | \$ | 653.00 |
| 2. | ERV Insurance (Commerce West) | \$ | 997.80 |
| 3. | ERV Registration (DMV) | \$ | 389.00 |
| 4. | BOD Insurance (Alliance Member Services) | \$ | 605.00 |

Lloyd Wright: *Lloyd Wright* Date: 2/4/2018

