



Encinitas CERT
Regular Meeting of the Board of Directors
Meeting Minutes
Meeting Date: Wednesday, July 11, 2018, 5:30 PM

Location: Encinitas Community Center located at 1140 Oak Crest Park, Encinitas, California

Board Members Present: Doan Hohmeyer, Loyd Wright, Doug Cochrane, and Holly Goldstone

Board Members Absent: Justine Tanzman and David Tostenon

Others Present: Brie Cardosa and Dan Drogichen

Meeting called to order at 5:36 PM by Doan Hohmeyer

1. **June 2018 Minutes were approved**
2. **Treasurer's Report** - Loyd Wright
 - a. The June 2018 Treasurer's Report is included as Attachment "A". The ending balance as of June 30, 2018 is \$9,455.63
 - b. Deposits were as follows: Receipts of \$4,250 for 2017-2018 Mizel Reimbursement from the City of Encinitas.
 - c. Withdrawals were as follows: Reimbursement to Doan Hohmeyer for \$96 (Highrise) and \$388.19 (Smog Check/Tshirts), and to California DMV for \$425 (ERV License Renewal).
 - d. The ending balance is \$9,455.63.
 - e. The June 2018 Treasure's Report was approved as submitted.
3. **Completed Tasks and Projects: Bro-Am, June 30, 2018**
 - a. Brie Cardosa's report was uploaded to the CERT Forum which is accessible through the CERT website.
 - b. This was a successful event that allowed quality interactions with visitors
 - c. Approximately 150 sunglasses were not distributed and the sign over the booth can be reused.
 - d. We obtained about 40 signups with about 50% of those being Encinitas residents.
4. **Future Events**
 - a. **CERT Training, September 29, 2018** – No new discussion.
 - b. **CERT Training, November 17, 2018** – No new discussion.
 - c. **Field trip to County OES facility (Office of Emergency Services) in Kearney Mesa** – Doan Hohmeyer well suggest some dates/times. Only the 40 CERT members with current DSW cards will be eligible to attend.

5. Training and Special Projects Status

- a. **Fall 2018 CERT Academy was CANCELLED** – This was communicated by Arnie Lewin by email.
 1. Next Academy will be Spring 2019.
 2. We can consider asking other cities if our potential candidates (250 people on our interest list) can participate in their academies that occur before Spring 2019. Some funds may be available to cover this cost.
- b. **Member Survey**
 1. Discussed questions to include. Sample questions were included on tonight's agenda.
 2. Doan Hohmeyer, Brie Cardosa, and Doug Cochrane will meet to construct final survey and goal is to send it out by email within next 30 days.
- c. **City of Encinitas/Mizel 2018-2019 Grant Application** – Doan Hohmeyer. No new discussion.
- d. **SDG&E Grant** – Doan Hohmeyer. No new discussion.
- e. **Standard Operating Procedures Document** – Doan Hohmeyer. No new discussion.
- f. **Group purchase of backpack items** - Dave Tostenson. No new discussion.

6. Miscellaneous Tasks or Projects

- a. **Emergency Response Vehicle (ERV)**
 1. **Future Funding** – No new discussion.
 2. **Mobile detailing** – Brie Cardosa has been in contact with High Performance Auto who is willing to detail the ERV in exchange for advertising. Suggested advertising is a video that benefits CERT and the detailer. An example is one that captures the before and after of detailing process. In addition, some photos could be placed on social media. The detailing would be at the end of July. A motion was made and approved to have High Performance Auto detail the ERV in exchange for advertising.
 3. **Parking Brake** – Doan Hohmeyer is having the frayed cable evaluated.
- b. **Member Roster and Membership Renewal**
 1. Of all the people who want to be included on the roster, 27 have current cards.
 2. The current status of our general membership is as follows: 65 people have been trained and 24 people appear to have expired cards. Arnie Lewin needs to determine if any of these 24 people have completed training that has not been taken into account and give Doan Hohmeyer an update this weekend. If their cards have expired within the last 6 months, they may be able to renew their cards and will be encouraged to contact Arnie Lewin to explore their options
- c. **Division Leader Review** – No new discussion.
- d. **DSW card renewal notification** – No new discussion.
- e. **CERT Facebook Update** – No new discussion.
- f. **Online CERT Forum and Member Engagement** - Doan Hohmeyer reviewed how the online forum located on the Encinitas website can be used. He invited Board Members and some active members to join the forum and give feedback. The goal is to have all members and possibly former members have access to the forum.

Information from the FEMA website on member engagement was posted on the forum. Doug Cochrane shared a list of member engagement ideas from L.A. CERT.

g. **General Membership Meeting/Presentation** – It was suggested that we start a monthly meeting/social.

7. **Meeting Adjourned at 7:08**

8. **Next Board Meeting: August 15, 2018.**

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
June 1 - 30, 2018, Rev 1**

Beginning Balance – June 1st \$ 6,114.82

Deposits	\$ 4250.00
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- | | | | |
|----|---|----|---------|
| 1. | City of Encinitas – Mizel Reimbursement | \$ | 4250.00 |
| 2. | | \$ | |
| 3. | | \$ | |
| 4. | | \$ | |

Withdrawals	\$ 909.19
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|----|---|----|--------|
| 1. | 2105 Doan Hohmeyer – Highrise | \$ | 96.00 |
| 2. | 2106 Doan Hohmeyer – Smog Check/TShirts | \$ | 388.19 |
| 3. | 2107 California DMV – ERV License Renewal | \$ | 425.00 |
| 4. | | \$ | |

Balance –	\$ 9,455.63
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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) | \$ 849.80 |
| 3. | ERV Registration | (DMV) | \$ 425.00 |
| 4. | BOD Insurance | (Alliance Member Services) | \$ 605.00 |

Loyd Wright: *Loyd Wright* Date: 7/7/2018

CERT 2018							
Date	Check #	Name	Purpose	Category	Expense	Deposit	New Bal.
1/1/2018		Beginning Balance					7816.2
1/4/2018	2092	Doug Cochrane	Handouts for presentation	Outreach	21.55		7794.7
2/13/2018	2093	Doan Hohmeyer	Miscellaneous		138.49		7656.2
			Highrise	Outreach	96		
			ERV Fuel and Fluid	ERV	42.49		
2/14/2018	DEP	Philadelphia Insurance	Refund	Refund		1443.00	9099.2
2/16/2018	2094	Voided					9099.2
2/16/2018	2095	Doan Hohmeyer	HTTPS Support	Outreach	104.99		8994.2
3/13/2018	2096	Postal Depot	PO Box Rental	Administrative	90		8904.2
3/13/2018	2097	Dave Tostenson	AYR Ad	Outreach	200		8704.2
3/26/2018	2098	Justine Tanzman	AYR Supplies	Sales	494.06		8210.1
3/27/2018	DEP	Square	Test	Sales		0.97	8211.1
3/28/2018	DEP	Square	AYR Sales	Sales		207.13	8418.2
4/4/2018	2099	Redstone Marketing	Spring AYR Ads	Outreach	475		7943.2
4/4/2018	Dep	Deposit	AYR Cash Sales	Sales		21.00	7964.2
4/11/2018	2100	Doan Hohmeyer	3 yrs GoDaddy Hosting	Outreach	179.64		7784.6
5/9/2018	2101	Doug Cochrane	Handouts, FOGs, water	Outreach	294.8		7489.8
5/9/2018	2102	Mr. Peabody's	Street Faire	Outreach	240		7249.8
5/9/2018	2103	Mr. Peabody's	Picnic Registration	Outreach	50		7199.8
5/12/2018	2104	Dave Tostenson	AYR Ads	Outreach	1090		6109.8
5/17/2018	Dep	Amazon Smile	Deposit	Contribution		5.00	6114.8
6/6/2018	2105	Doan Hohmeyer	Highrise	Outreach	96		6018.8
6/11/2018	2106	Doan Hohmeyer	Miscellaneous		388.19		5630.6
			Ferguson's Smog Check for the ERV, failed	ERV	48.75		
			FIC Smog Check for the ERV, passed	ERV	59.75		
			Minuteman Press Invoice #24935 for 13 T-Shirts	Outreach	279.69		
6/12/2018	2107	California DMV	License Renewal	ERV	425		5205.6
6/28/2018	Dep	City of Encinitas	Deposit	Grant		4250.00	9455.6