

Rockbridge Community Emergency Response Team (CERT) Minutes

Date: January 14, 2020

Members and Guests Present: Brandy Flint, Alan Porter, Steve Presti, Richard Elias, Jutta Hopkins, Kathryn Brett, Neil Robichaux, Byron Porter, Shana Pooley, Kirk Rumburg, Brenda Jackson, Misty Flint

1. **At 1730 Greg Dreelin, Team Commander, called the meeting to order.**
2. **Monthly Presentation and Training:**
 - a. Steve Presti gave a radio presentation and demonstration.
3. **Items to be added to the agenda:** Add brochure, Google Docs, and team structure to old business.
4. **Approval of the December Minutes:** Upon a motion by Misty, seconded by Jutta, the December minutes were approved with corrections.
5. **Training and Reports:**
 - a. Training next month will be on First Responder Rehab for Non-Medical Support
 - b. SAR – VDEM training part 1 was last week. Contacts were made with people around the state that handle training. Second half is in two weeks. Goal is to have training at VMI for SAR.
6. **Old Business**
 - a. **T-shirts** –
 - b. **IDs** – new members send Brandy a headshot so she can get ids made.
 - c. **Organizational chart** – Jutta gave an update on the approved chart and assigned roles. She noted that Alan has accepted the position of Medical Operations/Rehab – Marianna; Communications/Radios – Alan; Social Media – Misty; Coordinator – Planning Chief – Kathy Larlee.
 - d. **Brochure** – Jutta advised that the brochure has been updated based on changes discussed last month. Viri is going to translate into Spanish. Team leaders will get some printed.
 - e. **Google Docs** – will go out by the end of the week. Greg gave details on how it works.
 - f. **Code of Conduct** – Greg is still working on it.
 - g. **Walmart Grant** – Will use monies to purchase a generator and chairs to get the program started.
 - h. **Budget** – we have asked for additional funding for bags and equipment for the rehab program.
7. **New Business:** Brandy to get EMT course details out to everyone.
8. **LEPC Update:** This will be a quarterly update. The next meeting is March.
9. **The meeting was adjourned at via motion by Kirk, and seconded by Richard at 1835.**

Administrative and Finance Chief: Brandy Flint