

# Final

## Emergency Preparedness Committee

Minutes for 5-12-2018

Condor Room

9:02AM

### **1. Call Meeting to Order.**

Meeting was called to order at 9:02AM by Chair Dayne Yancey in Condor Room.

Present were Board liaison: Richard Ballard; members: Dayne Yancey, Susan Maples, Maurice McChesney, Lesley McCleery, Rodney Spears, Grace Wollemann, Michelle Wright, Tom Yancey; excused: Scott Lieberg, Ed Winston; guest: Keith Krasnove, Valerie Nong.

**2. Approval of minutes for March 10, 2018** – Motion made by Lesley, seconded by Michelle, to approve minutes for March 10, 2018 as written. Approved unanimously.

**3. Treasurer Report** – Treasurer, Grace Wollemann, reports Petty Cash \$212.15 after cost of printing \$22.00 for booklet covers. PMCPOA actual budget balance for 2017-2018 is now 1239.19 after payment for First Aid/CPR Training classes for Michelle Wright and Gil Valenzuela and printer for \$46.35. Michelle made motion, seconded by Lesley, to approve and approved unanimously.

**4. Trailers and Supplies** – Last Tuesday, 5 members checked Grab ‘N Go bags in CERT Bldg. 3 for expired supplies. Michelle made motion, seconded by Lesley, to order medical supply replacements, not to exceed \$500.00, and 7 manikins and face shields, not to exceed \$625.00. Lesley made a motion, seconded by Grace to order 12 EP all size vests not to exceed \$70.00. Three motions approved by all.

**5. June Safety Tip** – ‘Harden Home’ and ‘House Number Signs.’ Motion made by Lesley, seconded by Michelle, to approve. Approved unanimously by all.

**6. Emergency Plan Work Group** – Final copy of letter submitted to Chief Marshall passed around.

**7. Lilac Festival** – Work hours sign-up sheet for May 18, 19 and 20 passed around.

**8. CERT Yard Sale** – June 2 in CERT Compound beginning at 8:0AM. Work hours sign-up sheet passed around.

**9. CERT** – Budgeted dog supplies to be taken out of CERT petty cash.

**10. Informal Board and Committee Chair Meeting** – Meeting time moved to 5:30PM.

**11. WOCSUN Radios** – Keith will check if WOCSUN radios are on banned embargo list for China.

**12. New Tri-fold hand-out.** Dayne reports Sandy Browne requested EP make a tri-fold hand-out to be included in EP new member packets. Need to check EP booklets for any changes and make more booklets after any corrections.

### **13. Adjournment:**

**MOTION** by Grace, **SECONDED** by Rodney, to adjourn at 9:52AM. **MOTION** carried unanimously.

The next Emergency Preparedness committee meeting will be held at **9:00AM on June 9, 2018, Condor Room.**  
**Secretary, Susan Maples, Emergency Preparedness Committee**