



BARROW COUNTY CERT OFFICERS MEETING

Minutes of the meeting held January 08, 2020

Roll Call of Officers

Team Chief	Dave Mueller	Present
Deputy Team Chief / Training Captain	Vance Oakes	Present
Administrative Captain / Finance Officer	Richard Pepper	Absent
Operations Captain / Communications Lieutenant	Mike Wolcott	Present
Safety Captain	Tina Watkins	Excused
Medical Lieutenant	Carol Goodnight	Excused
Field Operations Lieutenant	OPEN	
Logistics Lieutenant	Michael Toney	Present
Planning Officer	Fern Oakes	Present
Public Information Officer / IT Officer	John Sliman	Present
Secretary	Steve Kemble	Present

The meeting was called to order at 6:59 PM.

Dave apologized for the mix-up with Chief Shuman and BCES for the January 17th event. They found out the church only holds two hundred people. Dave has been looking into documenting what the duties of each officer is. He has a copy of a document outlining the duties of the Safety Captain. Each officer is asked to write up what they think their duties are. The document is due by next officers meeting. Copies should be sent to Dave and Vance. The awards dinner is next Wednesday. All hours should be turned in by now. Vance needs to have the awards printed out and signed. Stop-the-bleed was a big part of our hours last year, so we did not have as many hours this year. Fern automatically records hours for any activity that has a sign up sheet. Also attendance at meetings is recorded. Any other activities you may have done such as training, food bank, and web site work is not recorded and must be submitted. The award dinner is all set up with the exception of the hours yet to be turned in. The Award dinner is at Johnny's New York Style Pizza (916 Loganville Hwy Suite 2000, Bethlehem, GA 30620). It will be from 6:00PM till about 9:00PM. The Chief and Penny have been invited, but Penny will probably not be able to attend.

Reports of Officers

Deputy Chief / Training Captain

Vance passed out improved member handbooks. Glen had requested fire extinguisher training on February 25th and 27th at 7:00AM at Stepan Company (951 Bankhead Highway Winder, GA 30680). We could use at least six people for each day. An email will come out when

Reports of Officers

finalized. CERT class 23 has been scheduled for February 24th through April 13th. We have five people lined up for this class so far. Vance requested that John get the class listed in the Barrow Briefs every week until class starts. Fern was approached by the manager of Michaels the other day. They have an open house there every quarter and we are welcome to have a table setup to recruit for our classes. Fern will look into this more and let us know.

Operations Captain / Communications Lieutenant

Planning on exercising the trailer and radios soon.

Logistics Lieutenant

Inventory is set for February 7th at Stor-Away (with the trailer) at 9:00AM. February 10th reserved for inventory of the CERT office at 9:00AM.

Planning Officer

Nothing at this time.

Public Information Officer / IT Officer

Dave mentioned that he likes the look of the web site. Vance mentioned that he still needs to look into the signup form information. Dave mentioned that he still needs to get the signs made for StorAway. John mentioned that today was the release of the 2020 CERT training update. A new 2019 edition of the participant and trainer manual are available. John will send the link to every officer to order. There have been changes to the curriculum such as the elimination of cribbing. There are a couple of online classes that are recommended for people that are looking to become trainers. John will email this list out to the officers as well.

Vance mentioned that he has only heard from about three people so far about the chain saw class. He needs to have a final count soon as it needs to be submitted. The details for the class are listed on the web site calendar.

Secretary

There is still a lot of work to do on the web site. A PDF of the new member handbook is needed for the web site. If there are any suggestions for the web site or things that need to be posted to the site, please pass them along. I identified the GEMA Agency Training Director for Georgia – Ed Westbrook. His contact information was passed on.

Motion to adjourn. The meeting ended at 7:28 PM.

Respectfully submitted

Secretary

Steve Kemble