



## BARROW COUNTY CERT OFFICERS MEETING

Minutes of the meeting held February 12, 2020

### Roll Call of Officers

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

The meeting was called to order at 6:54 PM.

The planned inventory was not completed. The motion passed to move the inventory to May. March will be CPR training. Richard Pepper will be stepping down from his position. Fern was voted in to the position of Finance Officer / Planning Officer. Dave is coordinating the transition of the accounts. There was a discussion about the makeup of the Officers and their positions. A vote was taken to eliminate the Administrative Captain position, it passed. Dave created a new position called Transportation Lieutenant under Operations. Dave has a person in mind to fill this position.

### Reports of Officers

#### Deputy Chief / Training Captain

Vance is in the process of setting up a Train-the-Trainer class. Our next class starts on the 24<sup>th</sup> of this month. We have twenty-four people signed up, with one other on a waiting list. Vance discussed the training lineup for each week of class. The class exercise is scheduled for April 13<sup>th</sup>. We have twenty-five back packs. There was a discussion on if we will continue buying back packs; the decision was that we would continue purchasing them. We have very few 4-in-1 tools. An open-end adjustable wrench comes with each back pack. Before passing out the 4-in-1 tool to new members, a probation period of six months was voted on, the motion passed. CPR training will be on March 18<sup>th</sup>. A full CPR class will take four hours. Vance will send out information on what type of class is offered when he confirms the information.

# Reports of Officers

## Operations Captain / Communications Lieutenant

Making plans for Field Day – June 27<sup>th</sup> & 28<sup>th</sup>. Starts at 2PM on the 27<sup>th</sup> and ends at 2PM on 28<sup>th</sup>. It will be held at the Davidson Masonic Lodge. It was reported that the Hospital Net is functional.

## Safety Captain

Nothing at this time.

## Medical Lieutenant

Nothing at this time.

## Logistics Lieutenant

Inventory scheduled for May 8<sup>th</sup> at StorAway and May 11<sup>th</sup> at the office. It will be at 9AM both days. Plans are to take the med bags to a class to inventory it. Wolcott is going to exercise the generator in the next few weeks.

## Planning Officer

We are looking to get rid of the cots and blankets, as well as pairing down the clipboards. There is also an old compressor to get rid of. A motion passed to get rid of the cots and the blankets. Vance is going to check into if Family Connection can use the blankets. Michael will look into the inventory of the trailer to see if it has clipboards listed. Some clipboards may be used at our events. The Stepan fire extinguisher class was canceled.

## Secretary

John and I are still working on the web site. More changes are in the works.

Dave reminded everyone that job descriptions from each officer are due.

Motion to adjourn. The meeting ended at 7:43 PM.

Respectfully submitted

Secretary

Steve Kemble