



# LowCountry CERT

*Community Emergency Response Team*

## Minutes

LowCountry CERT Board of Directors Meeting

November 12, 2008

6:00 pm

Fire Station 1, James Island

Attendees: Jim Tarter, Tom Crosby, Art George, Michele Guilford, Sandy Godbey, Holly Olsen, Danica Sancic, Sally Burnett, Alan Laughlin

1. The meeting was called to order at 7:00 by Tom Crosby, Board Chairman
2. The agenda was distributed to all in attendance.
3. Minutes for June meeting were corrected to include 3 members who were left off the list of attendees and then approved as corrected.
4. Treasurer Report
  - Balance           \$543.60
  - a. Treasurer Michele Guilford was reimbursed for \$19.01 to take care of expenses she as paid for LCERT web pages hosting and renewal.
  - b. The motion was made, seconded, and passed to pay \$100 for the LCERT domain rather than have to pay for 2 years separately.
5. Committee Reports
  - a. Public Relations/Communication (Michele) - Michele pointed out that we needed business cards and explained some of the options. She will send us a design to consider via Yahoo. She will also get quotes from several places.
  - b. Special Events/Fund Raising (Tom)
    - Use of talk radio and local cable channels (ie Comcast's Channel 60) to publicize upcoming events such as the Annual Meeting.
    - LCERT will participate in Mount Pleasant's Christmas Parade on Sunday, December 14. Tom has had several volunteers but still need more.
    - The LCERT Symposium/Annual Meeting is scheduled for Saturday, February 21, with February 28 as a backup date. Possible locations are the new Roper/Saint Francis Center on James Island, Tanger Outlets, James Island County Park, The Fire Museum, and the Mount Pleasant Senior Center. Sally Burnett volunteered to check with Tanger.
    - The possibility of changing the name of the LCERT Symposium to Hometown Heroes Day was briefly discussed.

- The following was decided upon for the schedule for the Annual Meeting/Symposium:
    - 10:00 - noon Setup
    - Noon - 6:00 Symposium
    - 2:00 - 3:00 Annual Meeting
  - Sale of the book It's a Disaster was discussed. We will pay \$4.00 per book and can sell it at a maximum of \$14.99 per book. We can generate more profit from the sale of the book by selling adds to a few businesses. After a brief discussion, further discussion was tabled until the 2<sup>nd</sup> quarter meeting of 2008.
  - c. Membership (Art) - The newest CERT class graduated on November 6. There were 28 graduates who were described as enthusiastic for the most part. A new CERT class for Johns Island will begin on Saturday, November 15.
  - d. Inventory (Sandy) - The lists of supplies and the items on the wish lists will be used to determine a starting point for basic supplies for the CERT Teams. These lists will be taken into consideration in the event of possible grant proposals.
6. Old Business
- a. Discussion of CARRI was tabled to be discussed at a later date.
  - a. BERT - Danica distributed a course outline for BERT training. The main purpose of the program is to build a continuity plan for participating businesses. By a unanimous vote, LCERT will become teaming partners with BCERT. Danica will submit business plans to the board at the next meeting.
  - b. TEEN CERT - Danica and Jim have been working with students at faculty trainees at West Ashley Middle School. Graduation of the first TEEN CERT class is scheduled for the 2<sup>nd</sup> week in December. With the aid of 2 School Preparedness Grants, there will be 40 students participating in the program in 2009. TEEN CERT will be run through LCERT. It was decided that LCERT will pursue all state grants.
  - c. Sally Burnett shared the results of the survey. Overall, results seemed to be more positive than most people expected.
  - d. It was decided that a Symposium will only take place if we can find a decent location for it. December 15 was set as the deadline for finding such a location.
7. New Business
- a. Jim began a discussion of member participation by suggesting that we utilize the members who indicated a willingness to participate when they completed the survey. After discussing getting more people involved in LCERT, Sally volunteered to do a follow-up survey to get more specific information. Further discussion was tabled until the follow-up survey is completed.
8. A special board meeting to finalize Symposium/Annual Meeting plans will be held on December 11 - location TBD.
9. The next quarterly board meeting will be held on February 21, hopefully in conjunction with the Symposium. Location TBD
10. The meeting was adjourned by Jom Crosby, Chairman.

Respectfully submitted,  
Sandy Godbey, secretary