

MINUTES

Sudbury CERT Meeting

Held at Sudbury Senior Center ▪ 05 March 2008 -- 7:00 PM

Respectfully submitted by Carole Flynn

This Sudbury CERT meeting commenced at 7:00 pm, with the following people in attendance:

Kenneth MacLean	Richard Simon	Barbara Bahlkow	Sally Sack
Carole Flynn	Donna Appel	Gerry Aronson	Lucille Dixon
Jim Idelson	Steve Monteiro	Fred Schulz	John Seeger
Donna Shaw	Mark Shaw	Linda Sullivan	

- **Richard Simon**, Chairman, opened the meeting, with introductions all around for the benefit of new members, Donna Shaw, Mark Shaw, and Lucille Dixon, as well as new attendee Jim Idelson.
- A motion was made and seconded, and there being no objections, the January Minutes were approved and accepted. There were no February Minutes, as the meeting was canceled due to weather conditions.
- **Chief Kenneth MacLean** reported the following:
 - The first Voucher was processed through the CERT Account (for postage). Receipts for services or supplies should be signed by the recipient, marked CERT, and delivered or mailed to the Chief for processing.
 - Member Jim Idelson is a HAM operator and a member of ARRL. He is also the Town-appointed Radio Operator.
 - Chief MacLean received a grant for two HAM radio base stations.
- **Richard Simon** recapped for new members what CERT means in the community, when we were formed and how, the teams that have been formed thus far, what has been accomplished, and what we are looking forward to accomplishing in 2008 and further out.
 - For instance, spring training will include half on Deployment and half on Education & Outreach. This year, we will start to get a little more into the Operations area. We are a subcommittee of LEPC, reporting to Chief MacLean, who would be responsible for any CERT call-out. Chief MacLean led a Tabletop Exercise in November. CERT may have to open a shelter in an emergency in some part of town.
- **Barbara Bahlkow**, Co-chairperson & Shelter Team Lead, reported:
 - An article will appear in the *Sudbury Town Crier* re the Mock Shelter Drill held in November, with suggestions for residents.
 - Presently, there are eleven (11) identified shelter locations. Three (3) more facilities have agreed to serve as shelters and can supply heat, plus food, water, and RNs. Including the Fairbank shelter, approximately 400 people could be accommodated in these heated buildings. Others facilities who do not have heat or equipment can serve as overflow shelters.
 - Emergency Essentials, a catalog of emergency supplies, includes MREs in their listings.
 - Barbara is also pricing blankets, which can range from \$5 to \$6 (or more), but a contact at the American Red Cross advises that Army Surplus sells them for \$1, but one never knows when they'd be available. If and when more are available, he will set aside some that we can purchase for the shelters, if we keep checking with him.
 - The heat of the boiler room can affect food expiration dates. We'll inquire whether an upstairs location in the Fairbank facility can be found for food storage cabinets.
 - For the benefit of the new members, Barbara recapped the first mock shelter drill, held in November. More details will appear in the newspaper article, photos as well.

- **Sally Sack**, Fund Raising Team Lead, reported:
 - Most of the report contained the information reported in Newsletter #1, which was just issued.
 - CERT has received a Letter of Exemption from the Massachusetts Department of Revenue.
 - At the Sudbury Villagers meeting on March 6, Chief MacLean and Richard Simon will make a presentation re Emergency Preparedness and on CERT. The Villagers members have been asked to bring articles to donate for the Go-Bags. The Villagers also plan to make a motion to donate \$200 toward blankets for the shelters.
 - CERT's goal for 2008 is to double last year's funds. If anyone is interested in helping, please contact Sally (sasack@verizon.net or 978-440-9112).

- **Richard Simon** suggested the following areas of possible involvement for new and current CERT members (contact the name following the team title:
 - Funding –Sally Sack, 978-440-9112
 - Outreach/Education – Carole Flynn, 978-443-2421
 - Shelters – Barbara Bahlkow, 978-369-3332
 - Operations – Steve Monteiro, 978-443-4586
 - Medical – Linda Sullivan, 508-358-3000 x237
 - Communications – see Richard Simon
 - Also for the benefit of new members, Richard described the context of monthly meetings: business, ongoing educational events/training activities, and separate group/team meetings.

- **Carole Flynn**, Community Outreach and Education & Training, reported:
 - **The CERT Training Course** will be held beginning March 11, through cooperation with MEMA. Full details were contained in the Newsletter as well as sent via email to members and to CERT Coordinators in the towns of Concord, Wayland, Wellesley, Framingham, Southborough, Acton, and the City of Marlborough. We have surpassed the minimum number of students required for the course to take place, including four people from Marlborough and one from Concord.
 - Framingham State College contacts have declined to participate in a public-relations proposal for the CERT Training. Please contact Richard or me with any ideas you may have for course media coverage.
 - The Telephone Tree is nearly finished, pending a few alternate phone numbers.
 - “Lunch & Learn Sessions” need preparation and are on hold at least until the certification classes are under way. Contact Richard or me if you can help, even occasionally, with these short presentations to businesses or organizations around Sudbury, promoting Emergency Preparedness and CERT.
 - Marilyn Ellsworth, also on the MRC Executive Committee, pointed out via email that MRC has the glass display case at the Library for the month of March. Just as some MRC members have signed on to be part of CERT, CERT members are welcome to sign on with MRC. Both medical and non-medical personnel are needed, and they'd welcome more RNs, as the need to be speedy about inoculating a large population means that they need plenty of professionals on board. Applications are at the Library.
 - We still need a list of your licenses (active, inactive, effective dates, etc.), CERT-related courses or trainings, or other skills that can be of benefit in an emergency. This list will be very useful in a call-up. The data will be compiled into a format useful for Chief MacLean and for Richard if an emergency occurs and CERT is deployed.

- **Chief MacLean** announced:
 - A human-interest public relations article is being prepared on behalf of the Fire Department by Carole Flynn, who will submit it to the *Sudbury Town Crier* as soon as she receives a little more data.
 - On March 25, **Crossroads** Emergency Planning Committee (members are Sudbury, Wayland, Weston, Lincoln, Acton and Concord) will hold a Tabletop Exercise at the Concord Armory. This will involve activities where all of the jurisdictions will have a role, and it is a good chance to see how CERT works with other agencies. A representative from Sudbury will be asked to attend.

- A grant bid for EOPS equipment (incl. First Aid, CPR Child & Adult, HAM equipment, six bariatric cots (for large people), 40 personal hygiene kits), was approved for approximately \$3,000 in equipment, which has been ordered and should arrive in about six weeks.
 - Scott Bassett of Forestry, in charge of blankets, will put us in touch re the Federal Excess Property Program.
 - In the works: MAPC (Metropolitan Area Planning Committee) has developed an all-hazards mitigation plan for the region, which includes Sudbury. This eventually will result in having the high school generator connected for heat purposes and the purchase of a generator for Curtis Middle School.
 - The SFD has changed from low-band to high-band radios and, as a result, has a box of low-band radios which can be used by CERT.
- **Barbara Bahlkow** said that Roberta Henderson of Sudbury Pines Extended Care owns eight (8) acres behind the nursing home. She volunteered that if the town wanted to put up a storage unit (for cots, etc.) on her property, she would back it 100%.
 - **Linda Sullivan, RN**, reported that the VIP survey data has been entered into an online Registry. It revealed that there are many residents with medical issues, including Down Syndrome and blindness.
 - **Barbara Bahlkow** told Linda Sullivan that when Linda comes to her first VIP meeting, she will introduce her to David Mortimer, Chairman of the Commission On Disabilities, who has accompanied Barbara on shelter surveys to see if the facility is in compliance with the ADA of 1990.
 - **Chief MacLean** re the VIP Program: This is run through the Senior Center and helps residents with alternative housing, transportation. Sudbury has been thinking ahead—e.g., CERT/VIP/FISH, and it's wonderful that Sudbury has these programs going on to help these people in need.
 - **Richard Simon**:
 - See the CERT Kit displayed on the table;
 - Read the course overview by chapter;
 - Q&A period to refresh certified members (Chief MacLean asked the questions).
 - Do any members have suggestions of areas where they'd like to see more attention paid? Suggestions were:
 - ✓ CPR
 - ✓ Psychological aspects
 - ✓ Search & Rescue
 - ✓ ICS
 - ✓ ID Hazardous Materials (2008 volume not out yet)
 - **Richard Simon** has a condensed version of the ICS course, and we'll be doing more during the year on this.

The meeting then broke up into team groups and was adjourned at 9:00 PM.

- **Scheduled 2008 Meeting Dates: April 9 May 14 June 11**
All are on Wednesdays, from 7:00 to 9:00 PM, at the Fairbank Senior Center.

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