



## **CEC Interim Board Meeting Minutes**

**April 18, 2018**

**Meeting called to order:** 1800

**Firehouse – La Honda**

**Presiding:** Jeneen Sommers: SC4ARC (SC4 Amateur Radio Club) president

**In attendance:**

Al Mallamo: American Red Cross

Pat O'Coffey: SC4ARES

Peggy Wargo: SC4ARES, Branch IV CERT coordinator

Peter Wainright: Traffic & Risk Committee, Ocean Colony

Jim Williams: Secretary, SMC Patrol Volunteer

Ari Delay: Battalion Fire Chief, Advisor

**Last meeting Minutes approved.**

### **Agenda:**

- approve the minutes from the last board meeting and leadership meeting
- come to an agreement on clear chain of command issues
- discuss the role of the CEC in call outs

### **501c3 status**

Peggy Wargo reports that the Secretary of State requires resubmittal of 2016 form. Gathered current addresses of board and board signed new documents.

### **Call-out procedures:**

Janeen explains that EOC has an expectation that the CEC will handle call outs. This is contrary to the concept that the individual committee leadership should handle their respective members, including call-outs. For example, CERT for La Honda would be called out by their leader at the request of Fire, EOC, etc. CEC would not call out LaHonda CERT.

This led to a discussion about insuring that OES, and other agencies, understand the practice and must know how and who to reach for call-outs. Part of this discussion was about the infancy status of CERT organization in Branch 1 and 2.

The matrix that shows who is in the leadership roles for each of the committees needs to be updated, to include telephone numbers, email, etc. (action register item)

Ari Delay agreed to contact/meet with OES leadership to seek a new agreement on who can staff the EOC, requirements for "civilian" staffing, who can open the EOC.

The CEC interim leadership points out that no one from the City of Half Moon Bay lives locally. Further, few, if any, “professionals” from County would be available to open or staff the EOC on a weekend, week night or at 0300 on a Sunday morning, during a storm, when the roads are closed.

According to NIMS/ICS doctrine a minimum of 7 are required to staff the EOC, including Incident Command, Safety Officer, Public Information Officer, Liaison Officer and 4 Section Chiefs, on for each of Operations, Planning, Logistics, Finance/Admin. For each operational period there would be required another 7.

During the existence of the CEC there has been one EOC standup drill in HMB, in 2016. It was on a week day.

### **Identifying CERT:**

The issue of identifying past and present CERT responders was again raised by Jim Williams. Reported that an agreement between he and Chad Woodburn to create and send an SMC Alert in order to self-identify CERT's has not been fulfilled.

Peggy Wargo explained that she could send an SMC Alert, just needs the text of the message and the areas to cover. Jim and Peggy will send the initial blast within a week.

### **Discussion: Should there be CEC “membership”.**

During Nick Gottusso's tenure, potential members applied for membership to the CEC, they were vetted, background checked by County and provided ID cards. Currently there are approximately 150 “Members”.

Will County do this in the future?

There is mixed support for this among the board and advisors. If the County will not support background checking, CEC has no path to vetting new membership, even if provisions for ID cards could be managed.

### *Personal Opinion of Jim Williams:*

*At the heart of several of these issues is the question of how County intends to fulfill the requirements established by the 2006 Civil Grand Jury Recommendations and the 2012 Tsunami-Preparedness Assessment Report.*

*There are three possible answers:*

- 1. Implement organically within the confines and resources of County and City government and Fire. The “We're the Government and we are here to take care of you” model.*
- 2. Delegate implementation to the citizenry without input or resources from government. The “You're on your own” model.*
- 3. Implement a mixed model where government provides resources and guidance, and citizenry constitute the manpower within their scope of training and availability. The Volunteer model.*

*A motto was suggested that describes the frustration of some in CEC at this time:*

*“It shouldn't be made so hard to help for free! “*

### **Newsletter:**

A draft of a newsletter will be sent to the board next week for comment. Explanations of the standing committees is the feature.

### **New Standing Committee:**

Peninsula Humane Society

**Chain of Command:**

All decisions and actions must be handled at the standing committee leader level and not imposed or bypassed.

**Meeting adjourn: 1930**

Action Register	Responsibility	Due Date	✓
Shall entire CEC membership be invited to quarterly General Meetings?		Yes	✓
Contact Brigit from HMB Pilot's Assn to align with CEC		Done	✓
Get a copy of the Workman's Comp program to distribute to volunteers	Unassigned	open	
Matrix of committee leadership Update to include contact information*	Unassigned	open	

• **Contact Name, Telephone, Mobile, email, HAM Callsign**

Group	Branch 1	Branch 2	Branch 3	Branch 4
<b>CERT</b>	Ashley Gray	John Muller	Bob Smith	Peggy Wargo
<b>ARES</b>	Patrick McKee		Jeneen Sommers	Pat O'Coffey
<b>LAEG</b> Kris (County Wide)				
<b>Red Cross</b> Jim Holley (Coastside Wide)				
<b>DART</b> Marian Harris				

<b>MedRes</b> Deborah Penrose				
<b>Peninsula Humane</b>				