



Coastside Emergency Corps Board Meeting Minutes Wednesday, February 20, 2019 @ 6:00 p.m.

**Coastside Emergency Operations Center
537 Kelly Avenue, Half Moon Bay**

Presiding: Jeneen Sommers, President

In Attendance:

Kris Thoren – CEC Vice President

Mike Akana – CEC Treasurer

Heather Peters, CEC Secretary and Public Information Officer

Paul Feldman – CEC Board Member and Newsletter Editor

Rita Mancera – CEC Board Member (by phone)

Pat O’Coffey – website

Brian Molver – OES Coastside Emergency Coordinator and CEC Advisory Committee member

Dave Cosgrave – Coastside Fire Protection District Battalion Chief and CEC Advisory Committee member

Steve Stockman – Coastside Fire Protection District Board member and CEC Advisory Committee member

Approval of Minutes

- January board meeting minutes approved
- January general meeting minutes approved with the following change:
 “Miscellaneous The Treasurer has received a binder of paperwork, and Secretary has received a USB drive, from their predecessors.”

Red Cross Shelter Ops to do list (establish a coordinator, schedule training, understand or establish protocols, write MOUs)

- Steve Stockman volunteered to serve as the initial coordinator for Shelter Ops and to recruit back up
- Jeneen and Rita will share their lists of people with shelter training or interest
- Red Cross training is scheduled on 3/9 for volunteers and on 3/12 for staff
- Potential tasks discussed included:
 - o Maintaining contact info for group
 - o Organizing training
 - o Identifying all potential shelter locations

- Delegating shifts
- Establishing protocols and MOU
- Reviewing Puente's agreement with Silicon Valley Community Foundation for reimbursement of emergency expenses
- Getting everyone to register as Red Cross volunteers to access higher levels of training

Emergency Preparedness outreach for Spanish speaking community

- Rita clarified that this agenda item was meant to focus on school outreach
- Brian will reach out to Cabrillo and Pescadero school districts to ID emergency coordinators, review preparedness and introduce us as volunteer resources
- Steve will reach out to the Red Cross about potential trainings for students

Measure K grant – what do we need funding for; who will write the grant proposal

- The Silicon Valley Community Foundation will also be making grants starting in March
- A separate meeting will be scheduled to decide priorities for grant application(s)
- Mike reported banking options

CERT Branches 1 & 2

- Steve and Brian are still working on identifying a sponsor and establishing activation procedures
- Steve will draft a letter for signature by CEC and all Standing Committees requesting support from County and City

March board meeting location - TBD

Upcoming Training & Events

- 3/2/19 OES presents NIMS/SEMS training
- 3/2/19 Coastside Fire CERT training
- 3/9/19 OES presents EOC training
- 3/9/19 Red Cross shelter volunteer training
- 3/12/19 Red Cross shelter staff training
- 3/12/19 Coastside Fire CERT training
- 3/16/19 Coastside Fire CERT training
- Late March 2019 – Table top Tsunami exercise (OES, Harbor District, Fire)
- April – Branch 4 CERT training
- 5/4/19 Coastside Emergency Preparedness Day (County & Half Moon Bay)