



CEC Interim Board Meeting Minutes

December 14, 2017

Meeting called to order: 1900

Presiding: Steve Stockman

In attendance:

Ann Farris: SMC Search and Rescue

Al Mallamo: American Red Cross

Pat O'Coffey: SC4ARES

Jeneen Sommers: SC4ARC (SC4 Amateur Radio Club) president

Peggy Wargo: SC4ARES, Branch IV CERT coordinator

Peter Wainright: Traffic & Risk Committee, Ocean Colony

Jim Williams: SMC Patrol Volunteer

Carlo Wei: City of Half Moon Bay

The key deliverable was to assign the roles of President, Vice President and Secretary.

President: Jeneen Sommers

Vice President: Al Mallamo

Secretary: Jim Williams

Proposal and Discussion: Shall the existing 501c3 be dissolved?

Under the new organization a 501c3 will not be necessary, however research must be done with Nick Gottusso to determine the status and learn about sunk costs, reimbursement. Peggy will speak to Nick. Whatever the final decision, Nick's name will be removed from the 501c3 paperwork. [\(Board Agenda Item?\)](#)

By-Laws Review:

Steve will forward the existing by-laws to the board for review, with a focus on conformance to the stated goals, before the next board meeting. Members should be prepared to comment and advise by that time. [\(Board Agenda Item?\)](#)

Proposal and Discussion: Shall the board be a top-down directing body or aimed at support and coordination?

The board should operate to support and coordinate and build relationships with the organizations that will be involved in disaster planning and operations, such as State, County, City, Fire, CERT, Red Cross, etc. It should identify and sponsor training, development and operating procedures based on best practices.

One example is the newly defined Branch 4 in the south coast, as a model for the other three branches. There already exists a standard operation procedure between CERT, HAM and CalFire that could be replicated in the other three branches.

Another example is the need to identify a CERT coordinator for each Branch, perhaps a HAM coordinator as well. The purpose is to decentralize the chain of contact and numbers of direct reports. During disasters it has been proven that

local works best and relationships are key to getting things done. Peggy will look into the south coast CERT coordinator role. (Board Agenda Item?)

Proposal and Discussion: How to confirm the CEC list? How to confirm the CERT list?

The secretary will keep the CEC list and update. The CERT list is different, but may be overlapping. Ari is coordinating an outreach to CERTs to determine their willingness and ability to fulfill the CERT role. Michelle Dragony is part of this effort. (Board Agenda Item?)

Near-Term Needs: OES needs a core group to set up and staff the EOC in a disaster (Chad Woodburn).

Insurance: Carlo recommends that SM County HR can advise on insurance for disaster service workers. (Task Assigned? Board Agenda Item?)

Advisory Council:

There should be a formal recognition and agreement on advisors to the CEC Interim Board. Proposed are Ari Delay, Carlo Wei, Chrise McHugh, Chad Woodburn, Steve Stockman, Russell Brunson, David Cosgrave. (Board Agenda Item?)

How to Query: How do we get elected officials (County Board of Supes, City Counsel, etc.) appraised of CEC and involved?

Meeting Schedule and Frequency:

Board meets monthly. General membership meets quarterly.