

**OC CERT Planning Meeting
Thursday September 5, 2013
Public Safety Building 2nd Floor Training Room**

Carol Boyles called the meeting to order at 6:45 pm and thanked everyone for their attendance. Attendance per sign in sheets. Meeting was turned over to Bob Rhode upon his arrival.

- Events covered since April 2013
 - Springfest Thursday 2 May through Sunday 5 May 2013
 - Storm Spotter Class 9 May 2013
 - Preparedness Day Berlin Wal-Mart Saturday 18 May 2013 0900-1500 hours
 - Ocean City Town Hall Presentation for Hurricanes Wednesday 22 May 2013 1830 hours at City Hall
 - OC-CERT Team meeting and training Thursday 23 May 2013 1830 hours at PSB
 - Ocean City Air Show Friday 7 June through Sunday 9 June 2013
 - Ocean City DEW Tour 2013 Wednesday 19 June 2013 through Sunday 23 June 2013
 - OC-CERT Team meeting and training Thursday 25 July 2013 1830 hours at PSB
 - Home Depot Hurricane Preparedness Day Saturday 27 July 2013
 - Mayor and Council proclamations for Preparedness Month (September) and recognizing OC-CERT Tuesday 3 September 2013

- Events coming up through 1 January 2014
 - OC-CERT Planning meeting Thursday 5 September 2013
 - OC-CERT Team meeting and training Wednesday 18 September 2013 beginning at 1830 hours @ Public Safety Building (Presentation scheduled by Team 4)
 - Sunfest Thursday 19 September 2013 through Sunday 22 September 2013
 - Home Depot Preparedness Day Saturday 5 October 2013 0900-1300 hours at Home Depot Berlin – in connection with Fire Prevention Week
 - Pumpkin' Chunkin' assisting Sussex with resources when requested Friday 1 November 2013 through Sunday 3 November 2013 Bridgeville, DE (3,000 campsites expected)
 - OC CERT Meeting Thursday 21 November 1830 hours
 - OC-CERT Training Animals in Disasters II Saturday 23 November 2013 0800-1200 hours at Public Safety Building

- OC-CERT Planning meeting Thursday 5 December 2013 at 1845 hours @ Public Safety Building
- Mayors Open House Preparedness Information Wednesday 1 January 2014 at City Hall 1300 hours through 1500 hours
- Training Opportunities participated in since April 2013
 - Points-of-Distribution (POD's) Classroom Training Class at Sussex EOC 0800-1600 hours Tuesday 11 June 2013
 - Points-of-Distribution (POD's) Practical Training Exercise at Sussex EOC 0800-1200 hours Thursday 20 June 2013
 - Ocean City Town COOP Exercises Tuesday 20 August 2013 and Wednesday 21 August 2013
- Training opportunities through December 2013
 - Fall Ocean City CERT Basic Class session 1 Thursday 26 September 2013
 - Hazardous Materials Functional Exercise Saturday 28 September 2013 at United States Coast Guard Station Ocean City 0800-1300 hours.
 - Command Vehicle & Communications Rally BWI Airport Thursday 3 October 2013 for HAM Radio operators departing 0500 hours returning 1700 hours.
 - Practical Exercise Day with Somerset CERT Class and Regional CERT personnel at Maryland Fire and Rescue Training Institute Lower Eastern Shore Training Center Princess Anne UMES Campus 0830 hours through 1330 hours Saturday 12 October.
 - Incident Command Level 300 training at the Snow Hill Government Building Tuesday 5 November 2013 through Thursday 7 November 2013 0800-1630 hours each day
 - Maryland Regional Recovery Exercise for Eastern Shore Wednesday 20 November 2013 0830-1530 hours location to be announced.
 - Ocean City Emergency Operations Center Training one day session on Tuesday 3 December 2013 and Wednesday 4 December 2013 800-1600 hours at the EOC Public Safety Building
- Training assistance
 - Somerset County CERT Training Program
 - Emergency Services Dept personnel participated in a drill/exercise in Somerset County on 28 August dealing with radio communications

- Creating a Two-Year Strategic Training Plan/Goals/Objectives discussion
 - What is the vision for OC-CERT 1 January 2016?
 - 2014 Training Programs (evenings versus Saturdays)
 - 2014 Team meetings, schedule, training and conducting meetings
 - Form four committees within OC-CERT
 - HAM Radio/RACES
 - Training and Exercise
 - Emergency Operations and Recovery Planning
 - Membership retention/recruitment
 - Special Events
 - Preparedness

- Open Forum
 - Suggestion to have OC-CERT personnel sign up with the Salvation Army for bell ring collection during the Holiday Season
 - More training on Incident Command Systems and Emergency Operations Center Training
 - Conduct First Aid and CPR refresher training
 - Practical exercises with compasses and map reading
 - Discussion about deleting the spring CERT basic class and conducting one training class a year in the fall.
 - Posters have been made to display CERT information, as suggested by Frank Hunt.
 - Expected drop in OC CERT Membership expected due to persons not responding to request for authorization for background check. Also, for 2014, lack of attendance will be reviewed and those persons not participating will be removed from the roster.

- General Comments/Discussion
 - OC CERT Members may participate in any class during CERT Basic training, as a refresher.
 - Consensus that OC CERT Members not be limited to the number of committee they may participate in. Committees will be formed with Chairman/Co-Chairman structure.
 - Red Cross Trailer has been moved to the parking lot across from the PSB. Inventory has been done by the Red Cross but actual training will be held in the fall.
 - Request to have a packet of forms (that are used during EOC activation, etc.) be made available at a future meeting for review.
 - Goal is to have an “ideal” number of OC CERT Members who are committed to assisting in various activities.

- Strike Teams will be reorganized. Problems with lack of contact info being submitted to the Team Leaders.
 - Involvement has been with Boy Scouts as to obtaining Emergency Preparedness Merit Badges.
 - Suggestion to promote a TEEN CERT Group.
 - Mike Sevier has volunteered to assist with posting photos on-line. Town requires a "Flicker" account to be set up. This is a work in progress.
 - Comments as to developing pamphlets/booklets, etc. to hand out as promotional tools. DVD player/monitor will be set up for future exhibits.
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- -Next Planning meeting: Thursday 5 December 2013 1845 hours at the PSB. The meeting adjourned at 8:30 pm.

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