

OC-CERT PLANNING MEETING AGENDA

THURSDAY 6 MARCH 2014

- Training opportunities from March through May 2014
 - EOC Exercise a one day exercise offered on Monday 7 April 2014 or Tuesday 8 April 2014 from 0800-1500 hours at the EOC Public Safety Building
- Creating a Two-Year Strategic Training Plan/Goals/Objectives discussion
 - What is the vision for OC-CERT through 1 January 2016?
- Regional CERT Training to be conducted quarterly.
 - January, April, July and October discussion

Committee 1: Training and Exercises (including HAM Radio/RACES)

Frank Hunt, Bill Lubeck

- Example – Team Building Exercises
- List Training Topics
 - Prioritize
- Survey interest in topics
 - Post feedback
- Keep track of deadlines for certifications/record keeping (i.e. CPR)
- CPR/AED/1st Aid semi-annual
- Skills Bank
 - Skills Assessment
 - List of Members capabilities/qualifications
- Exercises – continue utilizing Town exercises

Committee 2: Emergency Operations/Recovery Operations

Sally Crawford, Gary Masten, Bill Lubeck, Joe Lieb

- Revise Incident Command Forms pertinent to CERT
 - Revise if needed
 - KISS
- Create CERT position check list/duty descriptions
- EOC Training Exercise
- Skills based training based on position
- Assess requirements to work in EOC
- PIO for CERT

Committee 3: Membership Retention and Recruitment

Cheryll Bissell, Sally Crawford

- Evaluate/survey participants about interests/satisfaction/ideas
- Establish/document minimum membership requirements
 - Complete CERT Course
 - Background check
 - Annual attendance – 1 each Training/Meeting/Event
- Create marketing plan for recruitment and awareness
 - Create recognition plan (i.e. pins, clothing, certificate)
 - Increase awareness about CERT
- Create/manage collateral material
 - Flyer
 - Video
 - Press Release
- Identify target groups for recruitment
 - Lions Club, other Community Groups, AARP, Nursing homes, Wor-Wic, Church Groups, Homeowners Associations, Family and Friends
 - Teen CERT (age 14-15 years with parent involvement/participation)

Committee 4: Special Events/Preparedness Display Information

Joan Nardiello, Pam Sanders, Cheryll Bissell

- Create an “eye candy” video
 - SDHS
 - Salisbury University
 - Create Public Service Announcement
 - Positions specific checklist
 - Identify upcoming community events
 - Create “eye popping” displays
 - Look at 911/211 preparedness
 - Props
 - Create a public and/or CERT survey
 - Conduct topic specific
 - Committee Mission Statement/Goal
- Open Forum

Next Planning Meeting on Thursday 5 June 2014 at 1830 hours in the Public Safety Building 2nd floor training EOC room.

