

OC CERT Meeting  
Wednesday September 18, 2013  
Public Safety Building 2<sup>nd</sup> Floor Training Room

Meeting called to order by Bob Rhode at 6:47 pm. Attendance per sign in sheets.

- Review and approval of minutes from prior meeting (Thursday July 25 2013). Minutes will be posted on the website.
- **Website Reminder:** A link for **CERT Team** Information available on the Town of Ocean City website through the Emergency Services home page. The direct link is:  
[http://oceancitymd.gov/Emergency\\_Management/cert-team.html](http://oceancitymd.gov/Emergency_Management/cert-team.html)
- **Old Business:**
  - Complete and return your background check forms. Deadline is 18 September 2013. Any persons not submitting by the deadline will be dropped from the OC CERT Roster as of this date.
  - On Saturday 27 July 2013 a Preparedness Day was held at Home Depot in Berlin for Hurricane Season from 1000 through 1400 hours.
  - Ocean City Town Exercises Continuity of Operations Plans Training was held on Tuesday 20 August and Wednesday 21 August 2013. Four sessions were offered.
  - The Town of Ocean City conducted a Hazardous Materials Tabletop Exercise on Tuesday 10 September 2013 at Public Safety Building.
  - A Quarterly Planning Meeting was held on Thursday 5 September 2013 at 1845 at the PSB. Minutes are attached to discuss.

Review of the minutes from the Planning Meeting and discussion of the following:

- Strategic Goals to be developed.
- Committees with Chairman/Co-Chairman to be organized.
- Package of forms,used during EOC Activation and other events, be part of a training exercise as to completion/utilization of those forms.
- Assistance with the Boy Scouts relating to merit badge will be set for several dates starting in February 2014.
- Starting in January 2014 OC CERT Teams will be responsible for agenda and running the meetings.
- Suggestion that a yearly calendar be available for reference.
- Lack of Federal funding through grants; the Town of Ocean City is providing financing for training and equipment. Textbooks for CERT Classes cost \$600.

- **New Business:**

- CERT hats and equipment are available for distribution.
- Reminder that OC CERT ID's are past the expiration date and need to be renewed at City Hall.
- Mobile Command Operator Training.

- **Events and Exercises:**

- Sunfest 2013 Thursday 19 September 2013 through Sunday 22 September 2013. Sign up schedule for shifts see Carol Boyles.
- Hazardous Materials Functional Exercise Saturday 28 September 2013 rain or shine. OC-CERT personnel are invited. Sign up with Carol Boyles and report to the Worcester Street parking lot across from the Coast Guard Station at 0730 hours with vests. Support will be for logistics of drinking water, equipment traffic control, and other duties as needed through 1300 hours.
- Command Vehicle & Communications Rally at BWI Airport Thursday 3 October 2013 HAM Radio operators from OC-CERT are invited departing from Ocean City at 0500 hours and returning around 1700 hours.
- Fall Preparedness Day Berlin Home Depot Saturday 5 October 2013 0900 hours through 1400 hours.
- Assisting Sussex County with Punkin Chunkin' 2013 Friday 1 November 2013, Saturday 2 November 2013 and Sunday 3 November 2013. Teams of four personnel requested with shifts from 0800-1700 hours each day. More info will be forthcoming.

- **Open Forum Discussion:**

- Recruitment of CERT Basic participants to become involved with OC CERT after completion of training.
- Motion made and seconded with approval to form the following committees for the upcoming year:
  1. Training/Exercises (including HAM Radio Operators and RACES).
  2. Emergency Operations/Recovery Plan.
  3. Membership Retention/Recruiting.
  4. Special Events/Preparedness.
- OC CERT Members will be able to participate on any or all committees of their choice.
- USCG Command will switch over from Hampton Roads to Baltimore jurisdiction as of October 1.
- OC CERT Member shared comments about an incident in which she assisted with samsplint/first aid.

- **OC-CERT Meetings/Training for 2013:**

1. Quarterly Planning Meeting Thursday 5 December 2013 at 1845 at the PSB.
2. CERT Basic class will begin Thursday 26 September 2013 at 1845 hours at the Public Safety Building.
3. Practical Exercise Day with Somerset CERT and Regional CERT personnel at the Maryland Fire and Rescue Institute Lower Eastern Shore Regional Training Center at UMES Princess Anne on Saturday 12 October 2013.
4. Incident Command Level 300 (ICS-300) at the Snow Hill Government Building Tuesday 5 November 2013 through Thursday 7 November 2013 from 0800-1630 hours each day.
5. Maryland Regional Recovery Exercise for Eastern Shore 20 November 2013 0830-1530 hours location to be announced.
6. Thursday 21 November 2013 1830 hours at the Public Safety Building. Training to be conducted by Emergency Services.
7. Ocean City Emergency Operations Center Training (one day session) repeated both days Tuesday 3 December 2013 and Wednesday 4 December 2013.

- **Saturday training sessions being scheduled for Fall 2013:**

1. Saturday 23 November 2013 0800-1200 hours at the PSB. Topic to be Animals in Disaster II

- **Training to consider for future dates:**

1. Compass reading practical exercises.
2. First Aid Training Course.
3. Training with American Red Cross for Shelter Trailer.
4. Training with the Civil Air Patrol.

**Presentation:** Worcester County Sheriff Department K-9 as scheduled by Team 4. Thanks to H. Dale Trotter, CPL, and his "Partner" Edo for a most informative and interesting presentation. This focused on bomb threats, suspicious packages, explosives, as well as dealing with these situations and, in part, the role OC CERT Members might play in such occurrences. Everyone should be vigilant and any bomb threat should be taken seriously.

**Closing:** Thanks to all for attendance. The meeting was adjourned at 9:00 pm.