

OC - CERT MINUTES FOR MEETING
Thursday 25 September 2014 1830 hours
Public Safety Building 2nd Floor Training Room

- Meeting called to order by Bob Rhode. Welcome to Emergency Services Intern, Julien Farges.
- Review and approval of the minutes from the OC-CERT 24 July 2014 meeting. Minutes will be posted on the website.
- **Website Reminder:** A link for **OC-CERT** Information available on the Town of Ocean City website through the Emergency Services home page including google calendar.
The direct link is: http://oceancitymd.gov/Emergency_Management/cert-team.html
- **Old Business:**
 - Anyone that needs CERT hats, shirts and equipment contact Carol Boyles after the meeting.
 - Updated information for applications available for FM 99.5 and 100.3. Agreement with Worcester County to put messages on our stations.
 - Anyone interested in recording a public safety message for the radio station contact Bob Rhode.
 - Work detail from Saturday August 16th 2014 – a lot of items were organized. Sunfest 2014. Thanks to everyone who participated and taking charge in Bob Rhode's absence. Gratitude expressed by Special Events Manager.
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- **New Business:**
 - Removed the OC-CERT Team meeting/training for Thursday 18 Dec.2014 due to conflict with MEMA Meeting in Baltimore.
 - Review/report from the Planning Committee meeting from 4 September 2014. Form is being developed to create a skills data base of members and their skills, etc. in case of deployment. Sample form will be distributed for comments/suggestions. Pass tag system could be used to provide personal medical information if needed.
 - Discussion on the OC-CERT sample Vision Statement
 - Next Planning Committee meeting is scheduled for Thursday 4 December 2014 at the Public Safety Building beginning at 1830 hours. All are welcome.
 - Update on the Amateur Radio group. Good response from persons interested in signing up for this program with Worcester County. Town has purchased a new base station for the PSB with antenna on the roof; also purchased 10 hand held radios.
 - October 9 Communications Rally at BWI.
 - Discussion new team restructuring. Resignation of Ryan Lewis. In January the roster will be reviewed and some members dropped (due to lack of attendance) and new members added. New Strike Team List will be posted on the website when available and updated accordingly.
 - Review the agenda/schedule for the fall CERT Basic Class. Any OC CERT Member is welcome to attend any class as a refresher. For the CPR/AED class on October 16 pre-registration is required – please contact Carol Boyles. Graduation for CERT Basic will be on November 20 and combined with an OC CERT Meeting. Refreshments will be served.
 - Review and discuss the CERT Instructor Train-The-Trainer class and schedule. Attendance for all sessions is required.
 - Discussion on November 2014 CERT meeting/graduation.
- **Open Forum Discussion:**
 - Tom Roberts commented on CERT member from New Jersey, even though physically challenged, interested in checking out our Sunfest display and OC 1. The attendees were in favor of sending this person one of our T-Shirts, as suggested by Bob Rhode.

•Confirmation there is a CB Radio on OC 1. Weather station was not available – had been unplugged. Antenna has to stay off the rig for parking capability. Two hand held wind meters are kept in the glove compartment.

- **Events, Exercises, OC-CERT Meetings/Training for 2014 September through January 2015:**

Note: These dates are subject to change.

September 2014:

1. Saturday 27th September 2014 will be a Regional Communications Exercise and Equipment Rally from 0700 hours until completion 1300 hours in northern Worcester County. Location: WOC Park and Ride. Frank Hunt will drive the van from the PSB, leaving at 0700 hours.

October 2014: ***(Please save the date and sign up when the request is sent out for these events).***

1. Ocean City University Wednesday 1 October 2014 1800-2100 hours at the PSB. All welcome
2. Thursday 2nd October 2014 1830 hours the first session of the Ocean City CERT Basic training class and every Thursday night through 20th November 2014. Schedule available
3. Saturday 4th October 2014 “Preparedness Day” at Home Depot in Berlin from 0900-1200 hours.
4. Caroline County, Maryland G-288 Local Volunteer and Donations Management two day training class. Van will be departing Ocean City each day from the Public Safety Building at 0700 hours

November 2014:

1. Saturday 1 November 2014 from 0800-1300 hours CERT Basic training class with practical stations.
2. Tuesday 18 November 2014 through Thursday 20 November 2014 Incident Command Systems Training class to be held at the Ocean City Public Safety Building EOC/Training room from 0800-1600 hours each day. Must have a Federal Student Identification number (SID) and register with the Maryland Learning Management System (LMS). Registration and Certificates are issued through LMS
3. Thursday 20 November 2014 1830-2100 hours OC-CERT Team meeting and graduation of the CERT Basic class. Team 2 training.
4. Saturday 22 November 2014 0800-1300 hours OC-CERT Training with topic to be announced.

December 2014:

1. Tuesday 2 December 2014 through Thursday 4 December 2014 Emergency Operations Center (EOC) training. Sessions will be a full activation of the EOC each day and will be repeated each day. Training will begin each day at 0800 hours and end each day at 1630 hours. Breakfast and lunch will be provided.
2. Personnel interested in being involved in the Donations Management and Volunteer Management Programs for the Town of Ocean City through OC-CERT contact Bob Rhode for Ocean City and Maryland State Emergency Management Training to be conducted on Tuesday 9 December 2014 for the day at Wor-Wic Community College Salisbury, MD. Must have SID and be registered in MD LMS.

January 2015:

1. Thursday 1 January 2015 from 1230 hours through 1500 hours Preparedness Booth at the Mayor’s Open House.

Training to consider for future dates:

1. Compass reading practical exercises
2. First Aid Training Course
3. Training with the Civil Air Patrol

4. More information is being requested for Search and Rescue Training

Presentation: Ocean City Emergency Management – Bob Rhode

- Part one: Presentation on the process to obtain a Federal Student Identification Number (SID) and the process to register in the Maryland Emergency Management Agency Learning Management System (LMS) for training. Reminder to provide Carol Boyles with your SID Number.
- Part two: Overview of the National Incident Management System (NIMS) the Incident Management System (ICS) and position specific task training in ICS for positions in the Incident Management Team (IMT) System for events, incidents and Emergency Operations Center (EOC) activations.

(copies of power point presentation/handouts are available upon request).

Planning Committee:

Information requested on training for specific positions.
T Card system used to track persons/resources.

Closing Comments:

The meeting was adjourned at 9pm.

