

SERVS Committee Meeting Minutes

January 18, 2007

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NV City Hall (formerly ST Municipal Building)

7747 Foothill Boulevard

Tujunga, CA 91042

Note: there was no December 2006 SERVS meeting.

1. Meeting **called to order** at 6:06 by Gordon Lee. Seven members in attendance.
2. **501.(c)(3) status.** SERVS is not listed on the IRS's website of non-profit organizations. A \$500 check is required with a submittal for another IRS non-profit review. Susan will contact Dave DeMule for additional direction in this matter and if he is aware of a route that would not cost \$500.
3. **SERVS Mailing/Master Contact List:** Kelly cannot proceed with this project until she get additional information/lists from Nina. Gordon will coordinate receipt of the necessary information from Tina.
4. **Old Business**
 - a) **SERVS Website:** Gordon believes website cost is around \$10/year. Jeannine Crowley has not returned since the October 2006 meeting. Gordon will work on creating sample website on the page program.
 - b) **Fire Station Needs:** Station Number 24 – Gordon has a fax machine and went twice to the station but personnel out on calls. He will try again. Station Number 74 – Grounds work is beyond the scope of volunteers and probably should be under the auspices of LA's General Services Department. Gordon will discuss with station personnel.
5. **New Business**
 - a) **SERVS Young People Involvement:** Nina forwarded a request to discuss ways of involving young people, such as high school students, in SERVS work, possibly as a way to fulfill volunteer hours needed for graduation. Possible participation opportunities – (1) Easter Carnival Booth (Susan Potthoff to check on participation and cost), (2) Fourth of July parade and fireworks, (3) SFV Fair (Ray to check on booth availability and cost) and (4) Red Cross Bat Training (Kelly to check if geared for teens).
 - b) **SVF Fair:** There may be a request for CERT volunteers to man first aid station and roving teams. Level III training is required for EMT Certification for team leader and all other volunteers must hold current First Aid and CPR certificates. Will be in six-hour shifts. Fair dates are 06/10/07 – 06/10/07. (Aside – Tony needs a listing of Level III trained ST CERT members.)
 - c) **CERT Class:** Gordon reports that Nina has 20 people interested in a CERT class and is looking at scheduling a Sunday class. Need five more people in order to schedule.
 - d) **New Battalion 12 Co-Coordinator:** Tony Willis introduced Terrilynn Fitz.
6. **CERT Information (Tony and Terrilynn)**
 - a) **Red Flag** – Program is being combined with fire patrol and actual duties are being redefined. Volunteers will not be kept in their home areas but will be sent where needed.
 - b) **Sand Bagging Class** – There were 38 participants.

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c) CERT Promotion – January 17th was the 13th anniversary of the Northridge earthquake and there is a renewed emphasis on increasing CERT participation. Tony is also working on a possible Battalion 12 newsletter.

d) Call out lists are being updated. Tony will check on previous volunteers sheets submitted by ST SERVS members.

e) Battalion 12 maps need to be created for CERT volunteer use on call outs for each file station (24, 74 and 77). Kelly will get a new ST map to Tony.

f) CERT Safety Concerns: There is a push for reflective striping on all CERT vests. Check website for spacing. Now is the time to check safety supplies and batteries. Stay away from carbon batteries due to shelf life and recommend that non-battery (shake to create current) flashlight be part of kit. Tennis shoes are not acceptable for call out duty. Recommend waterproof boots but hiking boots are acceptable.

g) CERT Training: **(1)** A night drill is scheduled for March 17 at Woodley Park in Woodland Hills. Emphasis on shelter (setting up tent or other temporary dwelling), food (camp stove cooking) and pet care. 5:00 pm – 900 pm. **(2)** Battalion 12 April meeting to be determined. Program will be a review of heat related injuries. **(3)** Tentative training in June on Wild land urban interface. The training materials are on the CERT website in three parts. **(4)** LAFD CERT Refresher course not scheduled yet. It could be hosted by another fire department entity. **(5)** No Level II or Level III classes are scheduled at this time.

7. Meeting adjourned at 7:15 pm.