

SERVS Committee Meeting Minutes

February 15, 2007

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NV City Hall (formerly ST Municipal Building)

7747 Foothill Boulevard

Tujunga, CA 91042

1. Meeting called to order at 7:15 by Gordon Lee. Six members in attendance.

2. Old Business

a) 501.(c)(3) status. Susan P. checked with Dave DeMule, who said that he believes the IRS review was complete and non-profit status approved but does not remember for sure. The notification paperwork was forwarded to Nina. The only outstanding item was the payment of approximately \$200. At the meeting, Nina is unsure of the accuracy of this information and is not sure if the non-profit paperwork was filed with the IRS but will recheck her paperwork. If the paperwork was never filed or needs to be refilled, need \$500.00 to submit with the application, which STSERVS does not have.

b) SERVS Mailing/Master Contact List: Nina provided the contact lists to Gordon but the information needs to be consolidated to one final list. Gordon to review.

c) SERVS Website: Gordon has a basic site where SERVS website can be linked. He will create a sample webpage and sent to SERVS members for review. After launching, STNC website can probably link to SERVS website. Gordon will also check with Linda (CERT) to see if CERT website will line to SERVS website.

d) Fire Station Needs: Station Number 24 fax machine– Gordon will check with station again for possible donation of unit he has. Station Number 74 grounds work information moved to Safety Committee notes.

e) 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 – **Not completed**), **(2) Fourth of July parade and fireworks**, **(3) SFV Fair** (Ray to check on booth availability and cost – **No update**) and **(4) Red Cross Bat Training** (Kelly to check if geared for teens – **No update**).

Further discussion on youth participation – need to be 18 to be CERT trained but can take First Aid & CPR at 16. Should there be a separate outreach to local schools for Red Cross training, information distribution on SERVS issues, etc? Gordon will check with Victor.

f) Easter Carnival Booth: Participation should net the \$500 needed for the IRS non-profit filing. Nina to get contact information (telephone number to Phillip Tabby) to Susan P. to check on game booth availability. Possible volunteer resources: *Explorers (LAPD) - Nina to check. *Scouts – Gordon to check with Mark. Booth could have information table with flyers for all the organizations participating. Susan will make a volunteer sign up sheet.

g) SVF Fair: There may be a request for CERT volunteers to man first aid station and roving teams. **No update.**

h) CERT Class: Unsure if there is enough people to schedule a separate class. Nina reports that to schedule a class, LAFD is not available until at least May. However, interested people can participate in the class through the Scientology group.

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3. New Business

a) First Aid & CPR class.

Nina to check with Stacy on scheduling and will also check with Sierra Club for possible training.

Otherwise, can participation by drawn from the Scientology class also?

b) Community Plan: Should be added back as an active project. First step should probably be the identification of community members needing special assistance in an emergency. Is this a project for HS student involvement?

c) Ham Radio Classes: Mark S. reports that HAM radio classes will be offered September – November 2007 and will be held locally.

d) ST Ham Radio Club: Mark S reports that W6TRC is available for radio club call letters and has started the paperwork.

4. CERT Related Business

a) Call out lists are being updated. Tony was to check in previous volunteers sheets submitted by ST SERVS members but **is not in attendance at the February SERVS meeting.**

b) 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. **No update.**

c) 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.

7. Meeting adjourned at 8:15 pm.