



CERT ASSOCIATION OF ILLINOIS
CONFERENCE CALL – SEPTEMBER 24, 2019 / 1:30PM
MEETING MINUTES

WELCOME AND INTRODUCTIONS

Dan Martin called the meeting to order at 1:32pm and welcomed those on the call. Roll call was taken and the following were on the call:

- Balla, Tonya – Mundelein Fire Department
- Brooks, Connie – LaSalle County EMA
- Clifford, Kurt – Hanover Township Emergency Services
- Danley, Ed – Naperville Fire Department
- Frizelis, Rich – Chicago CERT
- Gaonkar, Gaurav – Village of Oak Park
- Geraci, Chick – Village of Alsip
- Hanneken, Michelle – Serve Illinois Commission
- Huddleston, John – Harlem Roscoe Fire Department (Illinois Stateline CERT)
- James, Randy – South Lake County Regional CERT
- Luecht, Steve – Northbrook Fire Department
- Martin, Dan – Village of New Lenox
- Small, Marc – Long Grove Fire Protection District
- Stejskal, Pat – Fremont Township
- Tubbs, Latesha – City of Chicago Office of Emergency Management and Communications
- Ulaskas, Randy – Village of Monee
- Van Bladel, Mike – Round Lake Beach Emergency Management Agency
- Wieser, Joseph – Buffalo Grove Fire Department

APPROVAL OF AUGUST 27, 2019 CONFERENCE CALL MINUTES

Dan advised that the Minutes from the August 27, 2019 Conference Call were previously distributed to members via email. Dan asked for a motion to approve the Minutes. Kurt Clifford made a motion to approve the Minutes, followed by a second from Mike Van Bladel. There was no discussion following the motions and the Minutes were approved by a voice vote with no objections.

OLD BUSINESS

Membership Document

Dan advised that the membership document remains a work in progress and new members are being added weekly. We are now in the “50’s” in terms of how many members are currently on the list. The list has been helpful by allowing us the opportunity to create a group email and it’s also allowed

Michelle to populate the “Basecamp” email list. Kurt Clifford has also been able to utilize it to send out our newsletter.

Geocoding CERT Teams / Association Members

To see where our Teams / Members are located, follow this link: <https://wiu-gis-center.maps.arcgis.com/apps/webappviewer/index.html?id=2fc5e94cf46940cf864940bcf83435f2>

Edgar Rodriguez and his staff have been very kind to keep this map up-to-date. Dan will continue to send the Excel document to Edgar so the map can be kept up-to-date.

Moving forward, this map will be very useful to our Association for a variety of reasons.

“Basecamp”

Dan noted that everyone has gotten pretty good (NOT) replying to “Basecamp” unless they want the whole list viewing their reply.

Dan advised that “Basecamp” has been or will be utilized for the following purpose(s):

- For Michelle Hanneken to send out email to the membership regarding CERT Train-the-Trainer information, Prairie State CERT Challenge information, and other CERT-related information.
- For members to send articles for the CERT Association of Illinois Newsletter.
- For Kurt Clifford and the Newsletter Team to review articles sent by members *and* post finish copies of the newsletter.
- For Dan Martin to post Meeting Agendas and Minutes that can be viewed by Association members.

Michelle added that it’s essentially a message board for everyone to use and it will likely get more use as we grow as an Association.

Facebook Page

Dan advised that as of today, we’re at 371 “Likes,” up from last meeting (8/27/19) where we had 304. We experienced a jump following the “Prairie State CERT Challenge.”

Dan asked CERT Program Coordinators to send the page’s link (<https://www.facebook.com/CERTAssociationofIllinois/>) to their volunteers and ask that they “Like” the page.

Dan also asked that content should be sent to the following page administrators:

Tonya Balla balla93@sbcglobal.net

Beth Drendel brdrendel@gmail.com

Dan Martin dmartin@newlenox.net

Karen Flanagan Flanagan_k@cityofelgin.org

Dan noted that we would be happy to share the great efforts that are being put forth by our teams and members.

Web Site

Dan advised that he was told that a link to our web site would be available TODAY. This link will be a “behind the scenes” view of the page and won’t be accessible to the general public. Dan advised that after viewing the content via the link that will be provided, he would work with the web designer until he felt it was worthy of sharing with the membership. At that point Dan will welcome comments and feedback, which will be shared with the web designer. In short, we should have a web site up and running in the very near future. By-laws, training, conferences, Board of Directors, upcoming events, etc... will eventually be hosted at this site.

CERT Association of Illinois Newsletter

Dan turned this section over to Kurt Clifford who provided the following information:

The September 2019 Newsletter has been completed and was sent to members. Kurt thanked everyone who provided information for our first newsletter. Kurt advised that he enjoyed looking through the content and putting this first issue together.

Publication schedule will be March, June, September, and December. The Newsletter Team will try to have each of the issues completed by the 1st of each of the months listed. In terms of the next newsletter, everyone is being asked to submit their content by November 15th. Everyone was also reminded to submit decent quality (high resolution photos).

Content and photos can be uploaded to “Basecamp” for the newsletter team to work with. Content will be accepted up to two weeks before each publication (1st of the above-mentioned months). Kurt advised that the Newsletter Team is definitely trying to drive everyone to “Basecamp” for submitting their content. Eventually there will be separate folders available for each issue so members will have a clean “bucket” to drop information in.

Prairie State CERT Challenge

Dan advised that this year’s Prairie State CERT Challenge was excellent. Dan thanked Connie Brooks, Michelle Hanneken, and members of the Planning Team for their efforts. Dan then turned this item over to Connie for a recap.

Connie advised that the Oak Forest Public Health Facility was an excellent venue for this type of event. Connie noted that due to the size of the facility, it’s quite possible that we could utilize this location for the next 3-4 years and never see the same areas. In addition, thanks to the graciousness of the Cook County Department of Public Health, there was no charge for the facility.

Connie noted that there were 10 stations; 6 scoring and 4 non-scoring. The non-scoring stations included the American Red Cross, Illinois Search and Rescue Council, Cook County Department of Public Health, and Salvation Army. Excellent information was passed along to the teams and excellent interactions with these organizations occurred.

There were 9 teams at this year’s event. The schedule was very busy with teams rotating from station-to-station throughout the day. Connie noted that at lunchtime, Randy James provided a presentation on Traffic Management for Volunteers so teams remained occupied throughout the day.

Michelle and Connie just completed an evaluation for participating teams, which was sent out today to all the points of contact. After the teams complete their evaluations, the Planning Team will have a meeting to discuss strengths and how the event can be improved for next year.

Connie then turned it over to Michelle who thanked everyone who participated in the event, including all the volunteers who made it possible.

Others on the call indicated that their teams really did enjoy this year's event. In addition, those that did NOT have a team at this year's event were encouraged to put together a team for next year.

CERT Association of Illinois By-Laws

Latesha Tubbs advised that the By-Laws Committee is approximately 75% done with the By-Laws. When the committee is finished with their review, they will share the By-Laws with everyone. Everyone will then have the ability to provide comments and feedback, which will be utilized toward a FINAL copy.

The only question was regarding the dues (individual membership / dues vs. team membership / dues). Once the By-Laws are completed, everyone will have an opportunity to voice their opinion.

Latesha advised that the group will be very close to completing the By-Laws by the end of October.

Not-for-Profit / 501 (c) (3) Status

No information was available – nothing to report. Additional work needs to be done in this area.

Training Committee (NEW)

This area was changed on the Agenda from "Training" to "Training Committee." At this time, Rich Frizelis / Chicago, Chuck Geraci / Alsip, and Rich Wilson / Buffalo Grove currently make up the Training Committee. Additional members are welcome, especially those with CERT training experience (ex. CERT Train-the-Trainer). During the call, Linda Townsend from Northbrook expressed interest in joining the committee as well.

Examples of things that this group may be involved with moving forward include the following:

- Prairie State CERT Challenge (example of excellent training)
- CERT Association of Illinois "Quarterly" Training
- Team training open to CERT Association of Illinois Members
- CERT Association of Illinois Annual Training Conference

Everyone on the call was reminded that the National CERT Conference will be held from July 15–18, 2020 at the Oasis Hotel and Convention Center, Springfield, MO. Dan mentioned that it would be great to see Illinois with a large number of attendees and to start planning now to attend.

Sharing Best Practices – Questions and Discussion

Gaurav Gaonkar from Oak Park thanked Dan for sending the Survey Monkey out to our membership for their Deputy Fire Chief who is writing a paper on CERT. Gaurav advised that the Deputy Chief will share the information with our group once his paper is written. At this point a number of Program Coordinators have completed their survey, but more volunteers need to complete their survey. **there are two surveys – one for Program Coordinators and one for volunteers.*

NEW BUSINESS

There was no new business for discussion.

GOOD OF THE ORDER

Rich Frizelis advised that Chicago CERT is still looking for volunteers to help with the Chicago Marathon, which will be held on Sunday October 13, 2019. Rich previously sent out a link for registration and thanked those who already signed-up.

Connie Brooks advised that she and Michelle Hanneken spoke at the IEMA Training Summit about CERT. One point that was brought up was how we get the word out about CERT in all parts of the State, as it seems that most of the teams are concentrated around the Chicago area. In addition, Connie and Michelle were informed by Kimberly Hayward, FEMA Region V, that the new CERT curriculum should be out by the end of this year. The prioritization or tourniquet use is an example of one area that will be revised in the new curriculum. Lastly, the goal is to have one additional CERT Train-the-Trainer before the end of 2019. Connie and / or Michelle will pass along this information when it becomes available.

NEXT CONFERENCE CALL / MEETING

The next Conference Call will be on **Tuesday October 22, 2019 / 1:30pm.** Call-in / Access Code information will be sent out via email and will be posted on the Meeting Agenda as well.

ADJOURNMENT

The conference call ended at 2:20pm.