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**GENERAL MEMBERSHIP MEETING
CONFERENCE CALL – December 15, 2020/7:00PM
MEETING MINUTES**

WELCOME AND ROLL CALL

Rich Wilson called the meeting to order at 19:00 and the following were in attendance:

Ahlgren	Doug	South Lake County Regional CERT
Balla	Tonya	Mundelein Fire Department
Billings	Trish	Milton Township
Black	Tony	Oak Park CERT
Braniki	Mary	
Briody	Tim	Lake County
Brown	Sally	Chicago CERT
Cash	Scott	Huntley CERT
Chapman	Sherrie	Plainfield CERT
Clifford	Kurt	McHenry County EMA
Coleman	Tyra L.	Alsip CERT
Covert	Isaac	
Colvin	Lawrence	Milton Township CERT
Davis	Michael	
DuCharme	Patricia	
Earley	Tamara	
Erwin	Keith	Naperville CERT
Frizelis	Rich	Chicago Police Department - 12th District Community Policing Office
Galoozis	Jason	Naperville CERT
Gaonkar	Gaurav	Village of Oak Park
Geno	Judy	Buffalo Grove CERT
Giuseffi	Danato	Huntley CERT
Gomez	Silviano	
Harvey	Mike	
Hemrick	Dottie	Milton Township
Hilquist	Thomas	Buffalo Grove CERT
Jackson	Echelon	Oak Park CERT
James	Randy	South Lake County Regional CERT
James	Yvette	South Lake County Regional CERT
Johnson	Sabrina	
Kampwerth	Pamela	

Keen	Linda	Carol Stream Police Department
Kern	Ingrid	South Lake County Regional CERT
Lapcewich	Dean	Milton Township
Lee	Rick	
Lentini	David Mike	Milton Township
Lehrman	Diane	Milton Township
Lynch	Michael	Milton Township
Mennecke	Sue	
Mills	Gary	Buffalo Grove CERT
Moore	Jeanine	Milton Township
Moos	Mike	Sherman Emergency Management Agency
Munsterman	Bev	
Nerenberg	David	South Lake County Regional CERT
Nicholson	Bryan	Round Lake Beach Emergency Management Agency
Ochs	Tom	Highland Park CERT
Piwko	John	
Powell	Bill	
Reedy	Jerry	Huntley CERT
Rylek	James	Carol Stream CERT
Samson	Edward	Northbrook CERT
Seidner	Christine	Fremont CERT
Seyller	Michael	North Aurora CERT
Sezonov	David	Milton Township CERT
Sklansky	Jordan	Buffalo Grove Emergency Management Agency
Small	Marc	Long Grove Fire Protection District
Smith	Michelle	
Tamraz	Joseph	
Ulaskas	Randy	Village of Monee
Van Bladel	Mike	Round Lake Beach Emergency Management Agency
Velez	Antonio	
Velez	Darla	
Walker	Anne	
Weaver	Gordan	Chicago CERT
Wilson	Rich	Buffalo Grove Emergency Management Agency
Winter	Nancy	Buffalo Grove Emergency Management Agency
Woo	Jason	Chicago CERT

APPROVAL OF MINUTES FROM NOVEMBER 17, 2020 CONFERENCE CALL

Board Member Rich Wilson advised that the Minutes from the November 17, 2020 Conference Call were previously distributed to members via email. Rich asked for a motion to approve the Minutes. Member Randy Ulaskas made a motion to approve the Minutes, followed by a second from Board Member Mike Moos. There was no discussion following the motions and the Minutes were approved by a voice vote with no objections.

OLD BUSINESS

Website

Board Member Rich Wilson informed the attendees that the CERT Association website is a slow work in progress resulting from it being a free service to us and there is only one Administrator supporting the website.

We are currently looking for an additional person to supplement the website support team.

Rich Wilson also stated that the website's email link is not working as yet and that any new members be directed to use one the following email addresses.

- CERT Association ll.cert.assoc@gmail.com
- Rich Wilson rrw1080@gmail.com
- Kurt Clifford kdclifford@yahoo.com

Rich Wilson also instructed the attendees to ensure the following new member information be supplied.

- Name
- Address
- Phone
- Email
- CERT/Jurisdiction Association

Board/Organization Chart

Board Member Rich Wilson stated that the Interim Board is creating an Organization Chart that will allow the Association's functionality and responsibilities to be defined at a Committee level. This will allow members to familiarize themselves of the structure the Association is building towards.

An example of a current function depicted in the Organization Chart is Training in which Rich Frizelis and his team are responsible. (See attached Organization Chart.)

Member Tony Black raised a question.

Q. What exactly is the Organization Chart depicting?

A. The chart is an extension of the Bylaws. The Roles/Responsibilities stated in the Bylaws are depicted graphically showing functional areas in a hierarchical manner.

Also noted by Rich Wilson was that since the Interim Board is still active there will be no dues to be paid as of yet. Once the new Board is in place a Dues Statement will be developed.

Membership Meetings

Board Member Rich Wilson informed all attendees that the General Membership meetings will be broken into two parts. The first part will be "new news", announcements, and additional information. The second part of the meeting will be more substantial in that various training topics will be presented to the Membership.

NEXT VIDEO CONFERENCE CALL/MEETING

The next General Membership video conference/meeting will be on Tuesday, January 26, 2021 at 7PM. Board Member Rich Wilson informed the attendees that that training topic on 1/26 will be "**Traffic Control & Management**" which will be beneficial for members that need to work COVID Clinic details.

NEW BUSINESS

Training Topic

Training Committee Chairperson Rich Frizelis, Members Trish Billings and Mike Lynch held a presentation on “***Volunteer Training and Retention***”. Topics included on how to acquire new members and train and mentor them in order to sustain membership retention.

Board Member Rich Wilson offered feedback on the training.

“Every member, not just the Command Staff, can help with volunteer retention by offering to be a mentor and assist new members during the probation period.”

Chairperson Rich Frizelis agreed with Rich Wilson and offered addition feedback.

“It does take time and effort to assist and mentor new members but it pays off in the long run for retention.”

Wauconda CERT informed all attendees of one of Wauconda’s effort on keep volunteers engaged. Wauconda introduced a “Pass the Ball” game where a member in possession of the ball can present a new training, drill, etc. related to the Agency’s overall mission.

Good of the Order

None

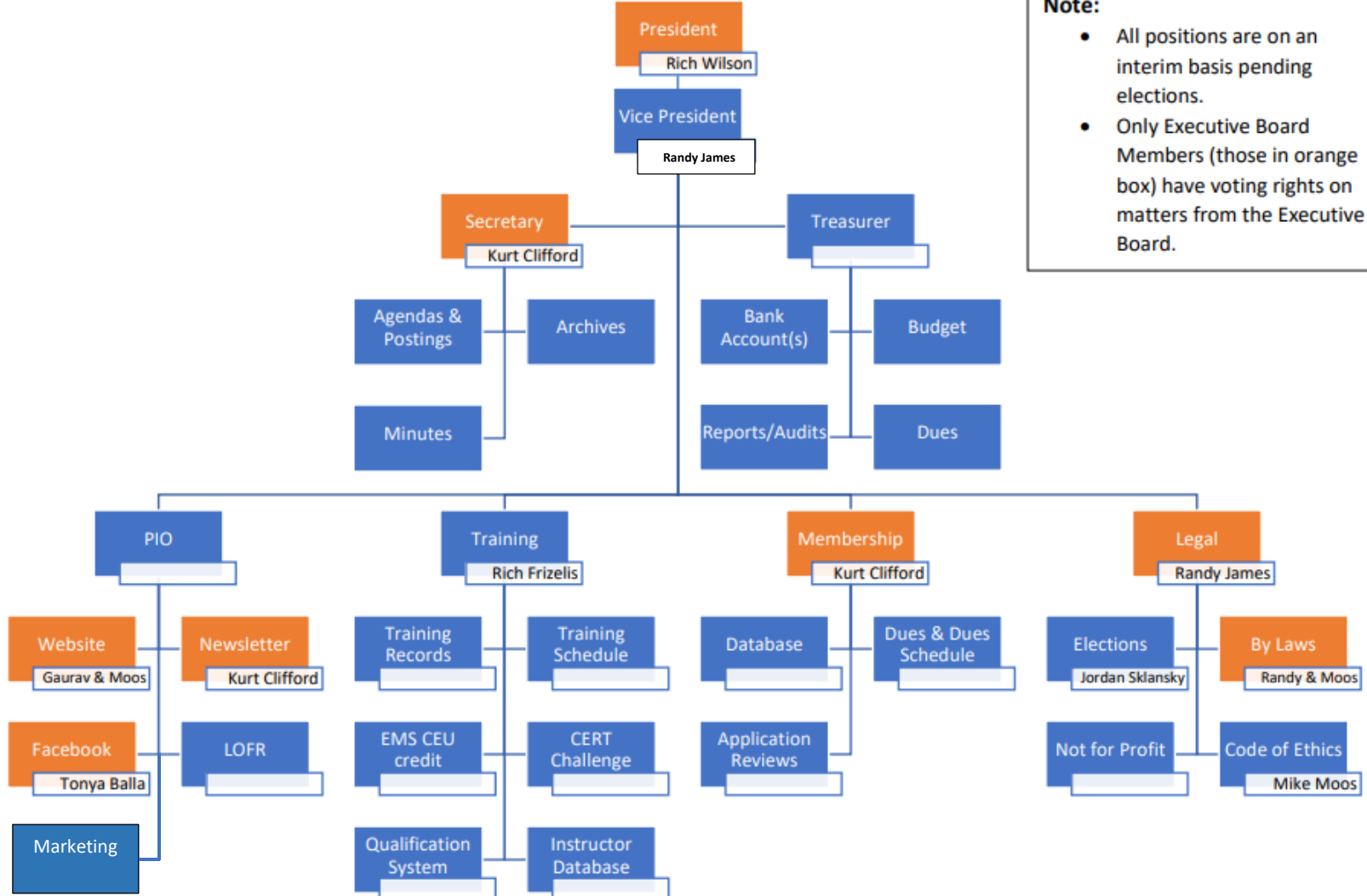
ADJOURNMENT

Board Member Rich Wilson called the meeting at 20:15 with a motion. All attendees agreed with no dissentions.

Minutes respectively submitted by Board Member Kurt Clifford (McHenry County EMA)

CERT Association of Illinois Executive Board Duties

CERT-IL v11.21.20



Note:

- All positions are on an interim basis pending elections.
- Only Executive Board Members (those in orange box) have voting rights on matters from the Executive Board.