



CHRISTMAS TREE HILL NRG
www.cthnrg.org / cthnrg@gmail.com

MONTHLY MEETING MINUTES
January 9, 2022

Meeting held via Zoom

Attendees: Anita Bock, Beth O'Neill, Stephen Kaplan, Chas Voorhis, Cynthia England, Debra Sartell, Jean Schulz, Kevin and Collin Woodall, Nick Kenig, Deborah Gallegos, Dan Merriam, Mariellen Stern, Leslie Cunningham, Linda Meier, Ann Bentley, Mark Brooks.

4:00 PM Call to order and welcome

1. Updated Zone | Block Map:

An updated zone/block map was distributed to all with the agenda. The current map has also been posted to the website. Everyone was reminded to print the map and keep a copy in their CTH NRG clip board along with the current radio call sign and ZC/BC contact lists. (If you do not have a printer, let Anita know and a hard copy will be provided to you). Anita thanked Scott Thorpe for making the updates.

2. Training. Attendees were reminded about upcoming training as follows:

- Block Captain and Incident Command training will take place **via zoom on Saturday, January 22nd, from 9:00 to 11:00 AM.** Please RSVP. Block Captains that have not attended training are strongly encouraged to participate.
- The new CERT Hybrid Training combines online learning with a full day of hands-on skills training. Enrollment at: <https://readymarin.org/cert-hybrid-training/>

3. March 13th daylight savings day event planning

In light of the increasing rate of COVID Omicron infections, Anita suggested that the March 13th resident meet and greet event be postponed to April or May. Support for postponement was unanimous and the following alternate dates were suggested: April 24th, **May 15th*** or May 22nd – depending on Menke Park availability.

***Post meeting update: May 15th is available and has been reserved – PLEASE SAVE THE DATE.**

Planning group volunteers were solicited and the following people volunteered to serve: **Beth, Cynthia, Deborah, Linda, Leslie, Ann, Anita, Steve K.** Chas and Dan will consider joining the planning group. Team members not in attendance at the meeting are encouraged to join the planning group by emailing cthnrg@gmail.com.

The following suggestions were made at December 2021 meeting regarding the event's activities and focus and a draft task list has been distributed - the planning group will take up these issues at the first planning meeting on January 23rd.

- Evacuation drill and evacuation information
- Focus on child safety | activity for kids
- Family friendly
- Coffee and donuts
- Outreach | marketing
- Education & relationship building focus
- Explore the most effective ways of sharing information Display emergency kits, and other important emergency supplies
- Invite key stakeholders
- Keep it simple
- Use Fire Department's 'open house' concept
- A raffle - emergency kit or something similar
- Increase resident receptivity to mission

Action Items:

Anita will: (1) contact Corte Madera Parks & Recreation to reserve the date and complete and submit the permit application forms; (2) seek a waiver of the permit fee and insurance requirement from Rebecca Vaughan/Todd Cusimano; and (3) schedule the first planning group meeting on January 23rd at 5:00 PM via Zoom.

4. 2022 Radio Test Schedule.

The 2022 schedule was distributed and team members were respectfully asked to RSVP for radio tests promptly when the calendar invitation is received. Organizing the radio tests has become unnecessarily labor intensive because of the amount of follow up required with non-responders. RSVPs can be accomplished by either accepting the calendar invitation or emailing cthnrg@gmail.com. A revised 2022 schedule (deleting Larry Garvin) is attached.

5. 2022 Leadership Team & Succession Planning

Anita asked for expressions of interest from anyone interested in serving as chair, co-chair or a zone coordinator. Hearing none, she confirmed that the existing zone coordinators, chair, co-chair, immediate past-chair (and CERT lead), and the BC representative, who comprise the CTH NRG Steering Committee and Firewise Board, are willing to continue serving for the duration of 2022. The following 2022 slate confirmed, she called for a vote of approval which was unanimous.

2022 Steering Committee:

- Chairwoman: Anita Bock | Co-Chairwoman: Beth O'Neill
- Immediate past chair: Cinda van Lierop
- Zone Coordinators:
 - Zone 1: Debra Sartell
 - Zone 2: Brandon Hemley
 - Zone 3: Linda Meier
 - Zone 4: Beth O'Neill
 - Zone 5: Leslie Cunningham
 - Zone 6: Connor Turnbull
 - Zone 7: Mark Brooks
- BC Representative: Kevin Woodall
- Firewise Board Chairwoman: Connor Turnbull

Anita announced that this will be her last year serving as the chair and she encouraged the Steering Committee to start succession planning early enough to ensure a smooth transition.

6. Other/new business

Cynthia volunteered to become BC for one or more additional blocks in Zone 1, for which she was sincerely thanked. She and Debra will coordinate. **Post meeting update:** Larry Garvin resigned

as the Zone 3 Block 2 block captain. Both Zone 1 and Zone 3 are much in need of block captains, please assist with recruiting efforts.

REMINDERS:

- **Block Captain & Command Center Training:** Saturday, January 22nd 9:00-11:00 AM
Join Zoom Meeting:
<https://us02web.zoom.us/j/88447886597?pwd=R3pnbINDVyt2QTBpbEtWNzJJOFlyQT09>
 Meeting ID: 884 4788 6597 | Passcode: 957368

- **May Event Planning Group Meeting:** Sunday, January 23rd @ 5:00 PM via Zoom
Join Zoom Meeting:
<https://us02web.zoom.us/j/86422817941?pwd=RUNZT3kzUGJlaXJQk1hdFR0U1ErUT09>
 Meeting ID: 864 2281 7941 | Passcode: 560597

- **Next Meeting Date:** Sunday, February 27 @ 4:00 PM via Zoom

- **Residents’ Meet & Greet Event @ Menke Park:** Sunday, May 15th from 10:00 – 11:00 AM.
 Set up at 9:00 AM. **PLEASE SAVE THE DATE**

Attachment

CTH NRG 2-Way Radio Test & Exercise Schedule – 2022 | REVISED

DATE	DAY	TIME	HOST
JAN 10, 2022	Monday	8:00 PM	Cynthia England completed
FEB 7, 2022	Monday	8:00 PM	Dan Merriam
MAR 13, 2022	Sunday	10:00 AM	RADIO EXERCISE
APR 11, 2022	Monday	8:00 PM	Elizabeth D’Orazio
MAY 9, 2022	Monday	8:00 PM	Christy Smith
JUNE 13, 2022	Monday	8:00 PM	Steve Silver
JULY 11, 2022	Monday	8:00 PM	NO TEST
AUG 8, 2022	Monday	8:00 PM	Beth O’Neill
SEPT 12, 2022	Monday	8:00 PM	Leslie Cunningham
OCT 3, 2022	Monday	8:00 PM	Brandon Hemley
NOV 6, 2022	Sunday	10:00 AM	RADIO EXERCISE DRILL
DEC 12, 2022	Monday	8:00 PM	Kevin Woodall

Please notify Anita timely if you are not available to perform a scheduled test.

**PLEASE RSVP PROMPTLY FOR RADIO TESTS &
 REMEMBER TO KEEP YOUR RADIO CHARGED!**
 See tips on storing radio & batteries attached:

Tips on Storing Radios and Batteries

- Because rechargeable batteries degrade, use disposable AA batteries.
- Store your hand held radios in your backpack separately from the disposable batteries in a ziploc bag.
- Store 4 AA batteries in the same direction (i.e., positive charged side of all batteries should face the same direction) and wrap batteries securely with a rubber band.
- Do not store batteries in your device.
- Remember to carry lots of spare batteries.