



CHRISTMAS TREE HILL NEIGHBORHOOD RESPONSE GROUP

www.cthnrg.org / cthnrg@gmail.com

MONTHLY MEETING MINUTES

November 24, 2019

Attending: Anita Bock (SC, ZC, BC), Mark Levie (SC, ZC, BC), Al Williams (SC, ZC, BC), Jean Schulz (BC), Cheryl Kosmas (BC), Chas Voorhis (BC), Cynthia England (BC)

We welcomed new Block Captains Cynthia England (Zone 1 Block 8) and Chas Voorhis (Zone 2 Block 6).

1. Year-End Wrap Up and 2020 Planning Discussion

▪ Meetings:

Those present voted to:

- a. Meet in December even if attendance might be light – the next meeting date will therefore be on Sunday, December 15 at 4:00 PM. Jean suggested that anyone wishing to do so could bring along a plate of snacks and Anita and Mark will bring refreshments. The general meeting will be preceded by a meeting of the Steering Committee at 3:30 PM.
- b. Continue having monthly meetings on the 3rd or 4th Sunday of the month at 4:00 PM. In 2020 the Steering Committee will meet quarterly—in March, June, September and December—before the general meeting.

▪ 2020 Governance / Membership:

(See Attachment 1 - Governance / Membership List)

- **Co-Chairs:** Cinda has announced her desire to step down as a co-chair at year-end; Anita and Mark Levie have agreed to continue in their roles; no other members have to date expressed an interest in serving as co-chairs;
- **Steering Committee Members:** In addition to the SC members listed in Attachment 1, Kevin and Collin Woodall have agreed to serve on the SC; no other members have to date expressed an interest in serving on the SC (expressions of interest are always welcome);
- **Zone Coordinators:** ZC positions will be discussed at a December 15 Steering Committee meeting – current ZCs are asked to indicate their interest and willingness to continue in their roles;
- **Block Captains:** current block captains are asked to consider continuing to serve in 2020. Jean volunteered to permanently take on the additional role of BC for Zone 6, Block 4, which she has performed on an interim basis, and Anita volunteered to be BC for Zone 5 Block 6, which she has performed on an interim basis, that leaves 9 BC vacancies.

- **2020 Sub-Committees:**

(See Attachment 2 – Sub-Committee List)

Members have been invited to select the sub-committee(s) of their choice to join and become active on. Once everyone has made their selections, a membership list will be distributed.

- **2020 Training Schedule:** Block Captain training will take place in January for all BCs that have not attended training (all BCs are, however, welcome to attend); command team/center training will also be scheduled early in the new year; and FADR training for CTH NRG members only (requires minimum participation of 15 people) will be scheduled for February, in preparation for the March 8 drill.

2. March 2020 Drill

Call for ideas and suggestions. A suggestion was made by the Central Marin NRG to consider holding a night time drill but members present felt that a night time drill would best be held in November. A drill format decision must be made in early January 2020 so that spring drill planning can be timely completed by the drill date of March 8th.

Anita suggested for consideration a search and rescue and medical field unit set-up drill in Zone 5. The drill would focus on building ER Team skills and involve:

- NRG/CERT self-activation using CERT/NRG protocols and a search and rescue exercise using volunteers to act as trapped and wounded residents (all CERT members will be encouraged to participate);
- Medical field unit set-up and triage and treatment of people brought in by the CERT team using FADR treatment protocols to be taught at a February FADR training (all Medical team members and BCs will be encouraged to participate).
- Command Center operations to support CERT and medical field unit activation.

Additional suggestions are encouraged and invited so that a decision can be made at the December 15, 2019 meeting.

5:00 PM Adjourn

Next Meeting Dates:

- 1. Steering Committee: Sunday, December 15, 3:30 – 4:00 PM**
- 2. General Meeting: December 15, 4:00 – 5:00 PM**

ATTACHMENT 1

CTH NRG 2020 Governance & Membership

Co-Chairs:

Anita Bock
Mark Levie

Steering Committee:

Nathan Blomgren
Anita Bock
Mark Brooks
Soren Jensen
David Kunhardt
Mark Levie
Beth O'Neill
Scott Thorpe
Cinda van Lierop
Al Williams
Kevin & Collin Woodall

Zone Coordinators*:

Nathan Blomgren (Zone 2)
Anita Bock (Zone 5)
Mark Brooks (Zone 7)
David Kunhardt (Zone 3)
Mark Levie (Zone 1)
Beth O'Neill (Zone 4)
Al Williams (Zone 6)

*ZCs will be asked at the December 15 Steering Committee meeting whether they are willing to continue serving in their current roles.

Block Captains:

Block Captains are asked to consider continuing to serve in their roles in 2020.

9 BC vacancies remain.

CTH NRG		
ZONE	BLOCK	BLOCK CAPTAIN
1	1	Mark Levie
1	2	Scott Thorpe
1	3	Steven Ramos
1	4	Christy Smith
1	5	Gina Ponticello
1	6	VACANT *
1	7	Debra Sartell
1	8	Cynthia England
2	1	John Wieck
2	2	Elizabeth D'Orazio
2	3	Nick Kenig
2	4	VACANT *
2	5	Brandon Hemley
2	6	Chas Voorhis
2	7	Jan Turner
3	1	VACANT *
3	2	VACANT *
3	3	David Kunhardt
3	4	Linda Meier
3	5	Mark Rudy
3	6	Soren Jensen
3	7	Joe Harrington
3	8	Dennis Graham
4	1	Cheryl Kosmas
4	2	Beth O'Neill
4	3	Maria McKellips
4	4	VACANT *
5	1	Mariellen Stern
5	2	Leslie Cunningham
5	3	VACANT *
5	4	Lauren Berry
5	5	Ann Bentley
5	6	Anita Bock
5	7	VACANT *
5	8	VACANT *
6	1	Al Williams
6	2	Al Williams
6	3	Jean Schulz
6	4	Jean Schultz
6	5	Janet Moore
7	1	Rebecca Shunk
7	2	Kevin Woodall
7	3	VACANT *

ATTACHMENT 2

CTH NRG 2020 SUB-COMMITTEES: Please select the sub-committee(s) you would like to serve on and email cthnrg@gmail.com with your selection(s). If you are willing to serve as a Sub-Committee Co-Chair for either the Medical or Drill Sub-Committee, please so indicate.

Administration and Operations (includes finance, meetings and minutes, block captain and zone coordinator coordination and support, 2-way radio communications, training, command center, and website)

Sub-Committee Co-Chairs: Anita Bock and Mark Levie

Members		

Bi-Annual Drills (includes planning for drills, drill day set-up and management and drill debriefing sessions)

Sub-Committee Co-Chairs:

Members		
Cynthia England		
Cheryl Kosmas		
Jean Schulz		

Mapping and Data Base

Sub-Committee Co-Chairs: Scott Thorpe (mapping) and Al Williams (data base)

Members		
Cinda van Lierop		
Anita Bock		

Medical and CERT

Sub-Committee Co-Chairs: Medical:

CERT: Cinda van Lierop

Members		
Linda Meier		
Gina Ponticello		
Anita Bock		