



CHRISTMAS TREE HILL NEIGHBORHOOD RESPONSE GROUP
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MONTHLY MEETING MINUTES
Sunday, November 14, 2021
In-person meeting @ Corte Madera Town Hall

Attendees:

Zone Coordinators / SC Members: Debra Sartell Z1, Brandon Hemley Z2, Linda Meier Z3, Connor Turnbull Z6, Anita Bock | **Block Captains:** Matt Kaufman, Steve Silver, Conor Granahan, Ken Ishiguro, Soren Jensen, Chas Voorhis | **Medical Team:** Annie Reid | **Other volunteers:** Mark Rudy

1. The meeting was called to order at 4:05 PM and the chair welcomed the new Block Captain for Zone 7 Block 3—Dan Merriam—in absentia. She also welcomed Steve Silver to his first in-person meeting.

Action item: Dan is reminded to pick up his radio and other supplies from Anita.

Anita informed the team that an updated map will be distributed soon and that new lists—radio call signs and ZC|BC contacts—were emailed on this date. CTH NRG ID badges were distributed/collected by all zones except Zone 7.

Action item: Mark Brooks is reminded to pick up Zone 7's ID badges from Anita.

2. **October-November Activity Debriefing:** Zone Coordinators present were asked to give a brief status report and assess success of updating the data base, spreading the word about Firewise, distributing OK|HELP signs as needed and meeting and greeting new residents. Updates on information received to date were attached to the meeting agenda.

Zone 1: Debra reported that she and Cynthia did their zone rounds as a team and found that to be very effective. They covered the entire zone with the help of some of the Zone 1 BCs and reported some success. They are hopeful that some of the Resident Information Forms left for residents who did not respond to knocks will be forthcoming in days to follow.

Zone 2: Brandon reported that he covered the blocks whose BCs did not respond to requests for assistance and with the help of some of his BCs he feels that adequate outreach was made or attempted at all the homes in the zone. He will check in with Nick on the status of his block.

Zone 3: Linda reported that some of Zone 3's blocks have been covered but that reports are still due in from Scott, Larry and Joe. Soren reported reluctance and/or lack of response on the part of some neighbors.

Zone 4: No report

Zone 5: Anita reported on Leslie's behalf that the majority of Zone 5's blocks have been covered and that the activity yielded results. She thanked Ann Bentley for covering two additional blocks (7 & 8) in addition to her already large block (5). Leslie will report on her block upon her return.

Zone 6: Connor reported that she, Al and Jean reported in and covered their blocks and she will chat to Conor Granahan regarding the status of outreach efforts in his block.

Zone 7: No report

Post meeting update: Resident Information Forms and Firewise pledges have been trickling in.

Action items:

- ZCs/BCs are reminded to notify Anita when participation declinations occur so that the data base can be notated accordingly;
- Zone Coordinators are requested to gather and submit all data to Anita as soon as possible so that the master data base can be updated by the December 12th meeting; and to discuss with their BCs how to address the blocks that were not completed.

3. NRG Drill/Exercise Updates

A) **CERT** - October 30th refresher highlights and November 7th CERT exercise lessons learned: Anita shared that Cinda organized a CERT refresher on Oct 30th that was conducted by Skip Fedanza of CERT - she, Cinda, Brandon, Beth, Debra and Cynthia attended. Skip touched on all key aspects of CERT's response with an emphasis on how CERT, self-activated NRG CERT Teams and NRG Command Teams should communicate with each other and coordinate their efforts. Anita welcomed medical team member Annie Reid to the meeting - Annie shared that valuable lessons were learned and/or reinforced at the Nov. 7th exercise in Larkspur at which time the team present set-up the emergency response trailer, practiced radio communications and went over key response protocols. Annie encouraged team members to get CERT (Certified Emergency Response Training).

For those interested in learning more about CERT or considering taking the training, CERT training part 1 is now available online: <https://readymarin.org/cert-hybrid-training/>. If you would like to learn more about the Marin County CERT program, please visit the CERT website at readymarin.org.

B) **NODES** - Chapman Node¹ drill highlights: Anita and Debra assisted the Lower Chapman team to set-up Node communications* and manned the Chapman Node on November 7th. Debra acted as scribe and Anita established radio contact with CERT command and individual NRGs. Thereafter, they assisted the Lower Chapman team to re-pack the trailer (located in the Bread & Roses parking lot). Anita acknowledged and expressed appreciation for Lower Chapman NRG leader John Lister for his guidance and training on how to set up the CERT radio and the Node radio antenna booster.

Note: CTH NRG is part of Chapman Node and our assigned communications channel is **19|20**.

*Please review the Node overview and operating instructions - Agenda Attachment 2.

¹ What is a node in the communication system? A network node is a **connection point in a communications network**. Each node is an endpoint for data transmissions or redistribution. Nodes have either a programmed or engineered capability to recognize, process and forward transmissions to other network nodes.

Action item: Review instructions on how to change your Midland radio channel and practice same, see Attachment 3 to the meeting agenda.

4. **Training: a) Block Captain, b) Command Team and c) First Aid for Disaster Response (FADR) training schedule for 2022**

After discussion, Saturday, January 22, 2022 from 9:00 – 11:00 AM was selected by the team as the best date and time for BC and Command Team training. 1 hour will be spent on each module. BC training is required for all new BCs. BC and Command Team Training is open to and recommended for all team members, including Medical Team members. FADR training will hopefully be offered in February prior to the March drill.

Action items:

- **SAVE THE DATE – January 22, 2022 - 9:00 to 11:00 AM. Please RSVP promptly. Location to be announced.**
- **Anita will contact the Marin Medical Reserve Corps to discuss First Aid for Disaster Response (FADR) Training options in early 2022 for the CTH NRG team.**

5. Response to Fire Chief Martin and Mayor Beckman (with copies to Larkspur and Corte Madera Council members and neighboring NRG leaders) regarding strengthening wildfire safety regulations: A final draft of the letter was distributed, reviewed and approved. The names of all CTH NRG members will be listed as senders. Anita requested that anyone not wishing to be listed notify her promptly.

6. New | other business:

- It is time to start thinking about the format and scope of the spring drill, which will take place on Sunday, March 13, 2022. Team members are invited to submit suggestions for discussion and consideration at the December meeting.
- **The next meeting date is December 12th @ 4:00 PM.** It is an in-person meeting at Corte Madera Town Hall Council Chambers.
- **The next radio test is on:**

Monday, December 13	8:00 PM	Conducting the test: Connor Turnbull
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The meeting adjourned at 5:00 PM.



The December 12th meeting will primarily be a holiday cheer event. The Steering Committee will provide wine and soft drinks and team members attending are invited to bring along a pot-luck appetizer.

We hope to see everyone on the 12th as we close out another successful year, celebrate the major accomplishment of Firewise accreditation, meet our newer Block Captains in person, and give thanks for a such a great group of volunteers.

Please RSVP by responding to the calendar invitation or sending us an email to cthnrg@gmail.com so that we can adequately cater.