



**CHRISTMAS TREE HILL
NEIGHBORHOOD RESPONSE GROUP**
www.cthnrg.org / cthnrg@gmail.com
MONTHLY MEETING – November 18, 2018

MEETING MINUTES

ATTENDEES

Steering Committee Members: Cinda van Lierop, Anita Bock (interim BC), Nate Blomgren, Mark Levie (BC), Mark Brooks (BC), MJ Schramm (BC)

Block Captains: Mark Rudy, Debra Sartell, Gina Ponticello, Liz Miller, Jan Turner, Dennis Graham, Rick Brodersen, Al Williams, Steve Ramos, Linda Meier, Real Lapalme, Ann Bentley, David Robinson

Volunteers and Guests: Emma Doyle, Lynn Murray

STANDING AGENDA ITEMS

1. Brief recap of November 4th Evacuation Warning Drill
 - a. The evacuation drill was well attended as over 130 residents checked in at Menke Park. There are an estimated 320+ households that are included in Christmas Tree Hill.
 - b. The process for resident check in will be improved for the next drill to eliminate the need for the residents to write down their information, which is timely and subject to legibility issues. We are still working to reconcile the list obtained. Ideally we would be able to utilize our Resident Database and use either laptops/iPads to check in and have a real-time list. This would also be most useful in the event of a real shelter in place emergency.
 - c. It should be noted that if there is an evacuation, such as would happen in a wildfire, there would be no activated incident command and the system for checking in and communicating with residents would be a virtual one.
 - d. Nate and Al are exploring options for developing a system where the virtual Incident Command could text and/or email all residents at once in an emergency and to verify their safety. This is a key lesson learned from the Camp Fire where many residents remained unaccounted for and numerous Missing Persons lists exist thereby compounding the confusion.
2. Summary of Resident Information collection efforts by Block Captain is attached below. If BCs have updates please provide them to our Data Base Manager, Al Williams.
3. 2019 CTH NRG Goals (attached) were discussed and agreed to.
4. The format of break-out sessions by zone was useful for Block Captains and Zone Coordinators to discuss tasks/responsibilities and status of resident contact. Therefore we will continue break-out sessions at the end of the next meeting and Zone Coordinators give a summary of discussion at the next meeting.
Zone Coordinators are:
Zone 1: Mark Levie mwl120600@aol.com

Zone 2: Nate Blomgren Nathan.blomgren@gmail.com

Zone 3: David Kunhardt davidkunhardt@comcast.net

Zone 4: Beth O'Neill bethoneill17@gmail.com (Post meeting note: as of 12/8/18)

Zone 5: Anita Bock anitambock@gmail.com

Zone 6: Cinda van Lierop cthnrg@gmail.com

Zone 7: Mark Brooks smokeythedog@me.com

5. Medical Teams' Establishment. CERT, FADR, and Medically Trained people are being identified and their contact information gathered to form a Medical Team and corresponding map. If you are medically trained, or know someone who is, please contact cthnrg@gmail.com. The Medical Team will meet on Sunday, January 27 3-4pm at Corte Madera Town Hall, just prior to the next CTH NRG Monthly Meeting.

**CTH
NRG**

Resident Information Received
26 November 2018

Zone	Block	Block Captain	No. of Addresses	Total Responded	Vacant/ Declined	Outstanding
1	1	Mark Levin	7	3		4
	2	Scott Thorpe	8	1		7
	3	Steven Ramos	9	2		7
	4	Christy Smith	5	0		5
	5	Gina Ponticello	10	3		7
	6		5	0		5
	7	Debra Sartell	12	0		12
	8		11	0		11
2	1	John Wieck	5	0		5
	2	Elizabeth D'Orazio	6	0		6
	3	Nick Kenig	7	0		7
	4		7	0		7
	5		8	0		8
	6	Scott Ebke	10	6		4
	7	Jan Turner	7	0		7
3	1		7	0		7
	2	Sharon Hibbert	14	8		6
	3	David Kunhardt	7	6	1	0
	4	Linda Meier	7	2		5
	5	Mark Rudy	4	0		4
	6	Soren Jensen	6	1		5
	7	Joe Harrington	7	4		3
	8	Dennis Graham	10	2		8
4	1		5	1		4
	2	Beth O'Neill	12	9		3
	3	Maria McKellips	6	0		6
	4	Simon Peel	9	5		4
5	1	Mariellen Stern	7	1		6
	2	Leslie Cunningham	9	3	3	3
	3		7	0		7
	4	Lauren Berry	9	8		1
	5	Ann Bentley	10	10		0
	6	Real Lapalme	6	0		6
	7	Richard Brodersen	6	0		6
	8	MJ Schramm	9	0		9

6	1	Al Williams	6	1	2	3
	2	Al Williams	5	3		2
	3	Jean Schutz	5	2		3
	4	Jean Schutz (Interim)	5	1		4
	5	Janet Moore	7	0		7
7	1	David Robinson	6	4		2
	2	Kevin Woodall	7	6		1
	3	Kevin Woodall (Interim)	6	1	1	4

TOTALS

321

93

7

221

CHRISTMAS TREE HILL NEIGHBORHOOD RESPONSE GROUP 2019 MISSION – VISION - GOALS

MISSION

To support and assist the residents of Christmas Tree Hill to prepare for, respond to, and recover from disasters.

VISION

A community in which all residents are fully prepared to respond to disasters, like earthquakes and wildfires, and that has a core group of trained volunteers to assist and support the efforts of first responders during and in the aftermath of a disaster.

MAJOR GOALS

1. **Recruit Block captains** for all CTH NRG blocks in the 7 CTH NRG zones
2. **Equip Block Captains** with the necessary training and supplies to fulfill their roles and seek funding sources and strategies to do so.
3. **Do outreach to all residents of CTH** to:
 - a. introduce the CTH NRG and its mission
 - b. gather resident information
 - c. share important preparedness information with all residents and educate residents about adequate preparation and prevention measures, for example: defensible space requirements, gas turn off directions, red flag warnings and precautions, etc.
4. **Enter resident data into a resident information data base** and keep it current. Optimize accessibility of information in the case of an emergency shelter in place situation or evacuation of residents.
5. **Establish an Incident Command** team and the necessary infrastructure for the IC to become operable quickly and efficiently. Cross train SC members and BCs in the roles of IC and other positions of leadership.
6. **Establish a 2-way radio emergency communications system** and test it regularly
7. **Conduct drills and exercises** involving as many CTH residents and volunteers as possible
8. **Hold regular meetings** and keep BCs, ZCs, and volunteers informed of CTH NRG activities and accomplishments
9. **Maintain a current and informative CTH NRG website**