



**CHRISTMAS TREE HILL
NEIGHBORHOOD RESPONSE GROUP**

MONTHLY MEETING - APRIL 22, 2018

MEETING MINUTES

ATTENDEES

Steering Committee Members: Cinda van Lierop, Anita Bock, Nate Blomgren, Soren Jensen (BC), David Kunhardt (BC), Kevin Woodall (BC), Scott Thorpe (BC), Mark Brooks (BC)

Block Captains: Maria McKellips, Beth O'Neill, Mariellen Stern, Simon Peel, Collin Woodall, Leslie Cunningham, Elizabeth D'Orazio, Scott Ebke (plus BCs listed above)

Volunteers and Guests: Val and Scott Sasser, Joanne Walker, Jay Rasin-Waters

Cinda van Lierop briefed attendees on her participation in CERT and once again encouraged all Block Captains and Steering Committee members to sign up. [With the search & rescue skills learned in this class we increase the survival skills and ability to help each other on our hill!](#) Classes fill up quickly and those interested in the training should sign up as soon as possible. As noted on the agenda, there is a special CERT training scheduled on October 21-22 for NRG members only; contact Cinda or Maggie Lang (CERT) if interested in enrolling in that session. The next open session is in San Rafael Sept 15 & 22nd.

To sign up for CERT: [CERT Calendar & Registration| Marin Emergency Response Training](#) <https://readymarin.org/calendar/>

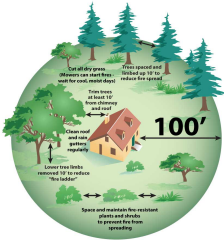
STANDING AGENDA ITEMS

1. Sub-Committee Reports

Finance & Operations: Anita Bock distributed the financial statement received from the Corte Madera Community Foundation prior to the meeting (see attached). She advised attendees that the Central Marin NRG has hired a new coordinator to take over from John and Lee Howard (NRG Founders) when they retire in June/July. Her name is Laurie Rice and she will be invited to attend the May meeting to meet and greet with members of the CTH NRG.

Communications: Scott Thorpe advised that the map has been updated and posted to the website.

Public Relations: David Kunhardt advised attendees 1) that Fire Marshal Ruben Martin plans to set up meetings with NRGs to discuss issues of mutual concern; (2) The Lion's Club plans to designate the CM Community Center a gathering place for evacuees if/when a disaster occurs; and (3) funding for disaster planning is a priority for town councils. Cinda raised the issue of finding storage space for disaster supplies; David said there may be potential at the CM Community Center though space is limited.



Anita brought the following defensible space legal requirement to everyone's attention: "Defensible Space is your home's first line of defense against an approaching wildfire. **100' of Defensible Space is required by law to help slow or stop the spread of wildfire**, protecting your home from direct flame contact and radiant heat while catching or redirecting wind-blown embers."

and advised attendees that Reuben Martin, the Fire Marshall for the Twin Cities, is willing to visit with groups of residents to identify the fire risks of landscaping. To arrange a meeting contact: rmartin@centralmarinfire.org

Zone, Block and Situation Management: Cinda and Soren Jensen asked for resident contact updates, which were provided. Cinda urged BCs to make every effort to complete their resident contacts and Anita reminded BCs to complete the Excel spreadsheet data base as information is received. She has asked Simon Peel to post all needed forms to the Resources section of the website and will re-send the reminder letter template, that will also be posted to the website.

BCs were asked to pick up needed supplies after the meeting—form letters for residents containing resource information, a zone/block map, a resident information form, and a volunteer form. These documents, together with a blood stop kit and OK/HELP sign should be delivered to all residents by BCs. BCs were reminded about the radio test on Tuesday, April 23 hosted by Leslie Cunningham and to print and put their names and roles on their vests.

Maria McKellips was welcomed as a new BC and issued with a radio.

Action Items:

BCs not present at the meeting are invited to send progress status reports to cthnrg@gmail.com.

BCs and SC members who volunteered to distribute information to blocks without block captains are reminded to do so as soon as possible and BCs not in attendance are encouraged to review the map and to volunteer to cover any remaining no BC blocks.

Incident Command: Nate Blomgren and Mark Brooks had nothing of note to report.

DISCUSSION ITEMS

Anita sent out the attached donated items wish list below prepared by Cinda prior to the meeting, in response to which the following donations were received: Anita \$50 for a website upgrade, David \$30 for dry erase pens, Maria - \$43 for clipboards, Soren – for donating a white board easel.

All donations are sincerely appreciated.

The CTH NRG monthly meeting adjourned at 5:15 PM.

NEXT MEETING DATE: May 20, 2018 @ 4:00 PM

ATTACHMENTS

CTH NRG - DONATED ITEMS WISH LIST (or, if not donated, to be purchased from CTH NRG FUND)

ITEM	QUANTITY	ITEM COST	TOTAL COST
Clipboards for BCs	43	\$1.00	\$43.00
Spindle holder for IC	3	\$3.00	\$9.00
White board w/folding easel for IC	1	\$60.00	\$60.00
Laminator & sleeves for IC reports	1	\$43.35	\$43.35
Dry erase pens pack of 12 for IC	4	\$8.40	\$33.60
Bull horns (1 per zone)	7	\$14.99	\$104.93
TOTAL			\$293.88

Please notify CTHNRG@gmail.com if you can donate one or more of these items, or funds towards the purchase of the items. Thank you!