

CERT Auxiliary Working Group

Summary

[Saturday, November 13, 2021](#)

Attendees: Dawn Mackey, David Sonnenberg, John Hanley, Joyce Smith, Dan Selling, Liz Taylor-Selling, Catherine L. Green, Ken Braly, Bill Monroe, Jamshid Kiani, Chris Jong, Rosemary Anderson, John Collins, Tracy Takeuchi, Doreen O'Donovan, Jo Marie Faulkerson, Bill Fitler, Ed Spurr, and Mary Edmund

- Welcome & Announcements .
 - The CERT Auxiliary has successfully transformed to an ICS structure with John Collins assuming the role of Planning, Chief, Dawn Mackey as Deputy and JoMarie Faulkerson as Deputy Chief, Operations/Logistics. See attached listing of current CERT Auxiliary positions.
 - General Staff now meeting every month. Plans for the future include developing an active CERT roster and creating standard learning objectives for all CERTs beyond Basic Training.
- Deputy – Rosemary Anderson
 - CERT Council. It's a vital and mandatory piece of relationship among CERT Branches and Fire. Recommended that OR3, Fire, Laws in County have a regular forum with the Council, especially with new staff.
 - New Staff. Nate Armstrong is new CalFire, Chief.
Rob Oatey is interim Santa Cruz, Fire Chief.
Ron Whittle is Scotts Valley, Fire Chief.
Dan Walters is Zayante, Fire Chief.
- Operations/Logistics – Bill Monroe. Branch/Team Leaders asked to provide staging point or command post. Request that leaders inform their members to only wear their CERT gear (badge, hat and vest) upon an activation. Prevent self-activation, need to be clear about when we are activated versus acting as a *Good Samaritan*. Safety and liability issues, need to interact with local fire branch on call out standards and develop a written Branch addendum to CERT SOP.

Let Bill know if any County CERT equipment is in Branch/Team storage.
Location of Activation Bins -- one set at Aptos, another set at Mountain Community Resources (MCR), Felton

Requested information on the Emergency Management Council at the following link:

<http://www.co.santa-cruz.ca.us/OR3/Response/EmergencyManagementCouncil.aspx>

- Planning/Intelligence – John Collins. Outlined his role as Planning Chief:
 - **Pre Activation**
 1. Organize documents and information and make them available to everyone.
 - This includes CERT/ICS forms, SOPs, Insurance forms and info and contact/org chart.

- 2. Inventory and track resources.
 - Maintain a master list of county volunteers and track physical resources.
- 3. Maintain county wide training standards.
 - Certify Level 1 and 2 volunteers.
- **Activation**
 1. Work with command staff to draft an Incident Action Plan (IAP).
 2. Manage resource orders from Operations.
- **Post Activation**
 1. Make sure documentation is complete and delivered to Command
- Public Information Officer (PIO) -- Traci Takeuchi. Developing Photo Policy, presented a draft for comment, much discussion ensued. Will send out new draft to all WG members for comment and possible vote at next WG meeting.
- Safety Officer – John Hanley
 - COVID-19 update -- 408 Active cases, children 5-12 can now be vaccinated, currently only Pfizer vaccine approved for children.
 - CERT Auxiliary COVID-19 Policy done in coordination with SC County Dept of Health, State Dept. of Health, and CDC. Proof of vaccination required for CERT activation, training, or in person meetings.
 - Recommends getting flu vaccine.
 - Discussion on tracking vaccination status. Recommend recording the vaccination date and the initials of the verifier.
- Training
 - Basic – Joyce Smith -- Checking with Fire Chiefs about training space. January in Aptos is impacted due to new fire recruit's training. Dates for February and March will be on website when reservations confirmed for phases 2 (classroom) and 3 (hands-on).
 - Utilities Training Nov 6 -- Brief review, provided excellent hands-on training with simulated downed wires on a car with driver trapped; estimating distances.
 - Equine Evac: Dawn Mackey reported on mandatory training. Certified trailers, horse loading demonstration to protect the horse. ARES recommended HAM radios since riders might be out in hazardous conditions. Bottom line, they're going to get the horse in the trailer to protect the animal.
 - Committee for County-wide Exercise, 2022 will be developed by Planning.
- Reports/Ongoing Discussions
 - Branch/Team Binders – Ed Spurr going to be fantastic!
 - Sign-up Genius Standardization --Jo Marie Faulkerson. Consistent template for sign-up genius. Certain elements: instructions on how to complete sign up; disclaimer when the event is or isn't covered by DSW insurance; COVID expectations; shell of activation sign up genius in preparation.
 - CERT/MYN Relationship- postponed until next WG meeting.

- Review Activation Policy (on website – under Resources) Centralizing the activation and list of resources for county-wide activation. Planning is creating the CERT active list. Meeting planned.
- Review Activation Steps:
 - 1. Alert -- CERTs notified via text to check e-mail for further information.
 - 2. Standby -- OR3 notifies Auxiliary within 24-48 hours, CERTs notified via text of existence of an email sign-up.
 - 3. Deployment -- OR3 notifies Auxiliary of an immediate deployment. CERTs notified through text to check email sign-up and validate.
 - 4. OR3 notifies of stand down. CERTs notified via text to check email for further instructions.
- If activating for preplanned event for **Branch only**, send an email to OR3 staff (OR3stsaff@santacruzcounty.us) NLT three weeks in advance. OR3 is creating a template to facilitate needed information. After the event, submit 214's and sign-in sheets to OR3. All OR3 correspondence routed through chain of command.
- New Business-
 - DSW Policy/Insurance (State policy now on website) What is acceptable and what is not for DSW insurance if injured. Recommend sharing the policy with branch members since there are a few areas of ambiguity. Lots of events are covered by DSW insurance, tabling is NOT a sanctioned event. DSW vs. non-emergency work. Emergency Management Council directs activation, listed on OR3 website. Insurance claims go through the CERT commander as specified in the state policy.
 - Auxiliary Insurance -- recently emailed forms for secondary insurance covered by the CERT Auxiliary and is also posted on the website under Resources.
 - Team Leader meeting – Planning Chief, John Collins will develop a date for Branch/Team Leader meeting. February-March timeframe.
- Branch/Team Leader Reports

David Sonnenberg, Team Live Oak: Planned activities for the year including PG &E workshop, Triage, Power Banks, Go Bags, Solar, First aid review, and ICS organization at the Branch level.

Liz Taylor-Selling, Team Leader Felton Area: Held Utilities event, at the request of Fire Chief Gray supported community with Halloween traffic management, very successful. Only issues - someone was warned for jaywalking.

Ed Spurr/Doreen O'Donovan, Branch Leader Capitola/Aptos: had meeting with Fire Branch Manager, Marco Mack.

Susan Marx, Team Leader La Selva Beach: Busy with preparations for La Selva Beach event. Having bake sale and raffle to support the La Selva Beach CERT Team.

Catherine L. Green, Branch Leader City of Santa Cruz: No meeting

Bill Monroe Boulder Creek: Fire Chief, Mark Bigham attended --good discussion with CERT members. First in-person meeting at the BC Elementary School. Worked Halloween, radio training and coordinating with other civic groups. Fire and press gave good reviews.

John Collins: No meeting

Dawn Mackey: No meeting

Next Meeting **Saturday, December 11th**, 10am-noon on Zoom