# Cary CERT Association

Board of Directors Meeting Minutes

Wednesday, February 1, 2023, at 6:30 p.m.

Cary Fire Department Administration Building

100 North Academy Street, Cary, NC 27511 and via ZOOM

**Officers**:

President: Julie Carlino – Present At-Large: Steve Botha – Present

Vice President: George Dolicker – Present At-Large: Tom Hegele – Present

Secretary: Robin Lane – Present At-Large: David Taylor – Present

Treasurer: Stan Levine – Present Other: Steve Botha – Present

Liaisons: Blake Boyd – Present Ronald Lee – Present

Matt Jacoby – Excused Tony Biondo – Present

Sonia Estroff – Present

Cathy Hooper-Newlin – Present

**Start Time**: 6:35 p.m.

January 4, 2023, **BOD meeting minutes** accepted. Steve moved to Robin Lane  
and George seconded.

**Treasurer's Report** accepted Stan Levine

* Account balance beginning of January 2023 was $8,540.45.
* Account balance at end of January 2023 was $8,150.46.
* Check given to Julie for Post Office Box ($252) and Host Gator ($19.99).
* Stan is preparing for 2022 taxes.

**Committee Updates**:

**Communication**: Randy Stark

CERN NET: 6 check-ins. Paul Armstrong is interested in sharing the lead for CNET.

**CPR Committee** George Dolicker/Tom Hegele/David Taylor

* Cary EMS lists CERT on its website. Unsure if they promote or teach. CARY EMS is no longer a first responder, but they can contract with Wake County. They can do CPR training, but the cost is $60 per person.
* CERT members can take CPR for free at Wake Tech, but no classes are offered at this time.
* Cost of 2 adult dummies, 2 infant dummies, and AED training unit - $850. Batteries must also be kept for these items.
* If we set up a CERT Basic class through Wake Tech, instructors can be paid. Must have certification from Train-the-Trainer class to be a teacher.

**Carolina Preserve CERT** Julie Carlino/Steve Botha

* **ID Tags** Julie Carlino
  + CP CERT needs to send a template for ID and any pictures to Julie.
  + Town will not allow for a template other than its own. Other options will be researched including outsourcing as an ID service or purchasing our own lamination machine. Office Depot may give a discount to non-profits; Cathy will look at Staples and Sonia will look at Office Depot. Julie will look online.
* Saturday **bi-monthly meetings/trainings**  
  Brad Robinson has agreed to help with First Aid in March. Julie sent a presentation for Hurricane and Power Outage Preparedness program.
* **Brochures**  
  Sonia gave Steve a bin of brochures that CP can use.

**Fundraising**: Cathy Hooper Newlin

* Cathy sent an email to Samantha asking what other CERT organizations do for fundraising.
* The committee needs to decide how much we need yearly. Will choose a date for Cathy, Julie, Sonia, and Robin to meet.
* Amazon Smile will stop being a source of income in February.

**Training/Exercise Updates**:

* **January Monthly Training** on January 12, 2023, at Station 7 Julie Carlino
  + The Stop-the-Bleed class was taught by CAPRAC and certificates were provided to those who took the class.
  + Brad went over the basics of CPR.
  + 30 people attended including folks from Raleigh, Apex, and Morrisville.
* **February Monthly Training** on February 9, 2023, at Station 9 Julie Carlino  
  Samantha has confirmed she is teaching.
* **March Monthly Training** on March 9, 2023, at Senior Center Julie Carlino  
  SkyWarn has been confirmed. Senior Center is confirmed.
* **CERT Basic class date** was for January 20–22, 2023 Dawn Truskowski
  + 21 people graduated in Class #35.
  + A new committee will be formed to review the last class and guide the next class. Julie will chair. The first committee meeting will be on February 22, 2023, at 7 p.m. at Cary Fire Administration Building.
  + Pictures from class are on a Town of Cary Box site so that ToC publicity can use the pictures for publicity and marketing.
* **CERTEX** on April 1, 2023, entire day Randy Stark/George Dolicker
  + Cary CERT will be responsible for interior search and size-up.
  + Randy and George are taking the lead and will let us know what they need.
  + Planners are keeping details private as much as possible.
  + Currently have 32 signed up but would like 50.
* **Multi-Agency Drill/Exercise** on September 9, 2023, morning George Dolicker
  + Ensure we have the Training Center for Sept. 9.

**Events**: Sonia Estroff

* **Town of Cary Share & Care Event** on February 3, 2023, 9:30 a.m. – 12:30 p.m. at the Herb Young Center gymnasium
  + Cathy and Paul Armstrong have said they can help.
  + 75 backpacks will be available for this event.
* **Cary Senior Center – “Are You Prepared?”** for 2023
  + Discussion of ideas for better attendance. Sonia is still working with the Senior Center. Cannot ask for money, cannot up attendance because of classroom size limitation.
* **Dorcas Ministries**, March 23  
  Sonia, Robin, and Cathy to give **Preparedness** presentation. Backpacks will be given out.

**New Business**:

* **Database presentation** Julie Carlino  
  Julie presented the database to the board.
* September training cannot be at the senior center. The location will be switched with August’s training.

**Old Business**:

* **Various cables and radios** Randy Stark/David Taylor
  + David is working on cable fixes. Several antennas on the hand radios are broken. Randy to look and give us an estimate to fix it.
  + Will get estimates for repairing antennas on hand-held radios.
* **AED** Julie Carlino  
  Has not been sold yet.
* **Strategic Plan for Cary CERT** to guide future activities Julie Carlino/Stan Levine  
  Julie and Stan to begin working on this in 2023. The goal is set for 1st quarter of 2023
* **Merit Program** David Taylor  
  Androids are Merit capable now. Invitations will be sent to GO Team via email.

The meeting ended at 8:21 p.m.

**Financial Statement Attachment**

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| --- | --- | --- | --- | --- |
| **Cary CERT Bank Account Journal Summary — January 2023** | | | | |
| **Month** | **Beginning Balance** | **Ending Balance** | **Debits** | **Credits** |
| January | $8,540.45 | $8,150.46 | $389.99 |  |
| February |  |  |  |  |
| March |  |  |  |  |
| April |  |  |  |  |
| May |  |  |  |  |
| June |  |  |  |  |
| July |  |  |  |  |
| August |  |  |  |  |
| September |  |  |  |  |
| October |  |  |  |  |
| November |  |  |  |  |
| December |  |  |  |  |

| **Cary CERT Bank Account Journal Detail — January 2023** | | | | | | |
| --- | --- | --- | --- | --- | --- | --- |
| **Month** | **Check #** | **Paid to:** | **Debit Amount** | **Credit Amount** | **Reason** |
| January | 995077 |  | $59.00 |  | Storage |
| 995078 |  | $59.00 |  | Storage |
|  | Julie Carlino | $271.99 |  | HostGator and USPS |
| February |  |  |  |  |  |
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| March |  |  |  |  |  |
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| April |  |  |  |  |  |
| May |  |  |  |  |  |
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| June |  |  |  |  |  |
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| July |  |  |  |  |  |
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| August |  |  |  |  |  |
| September |  |  |  |  |  |
|  |  |  |  |  |
| October |  |  |  |  |  |
| November |  |  |  |  |  |
| December |  |  |  |  |  |
| Debits and Credits | | | $389.99 | $0 |  |
| Begin Balance 2023 | | | $8,540.45 |  |  |
| Balance | | | $8,150.46 |  |  |