



Board of Officers Meeting
May 11, 2021
1830 hours
ZOOM

1. **Attendance-** Grant, Angela, Kim H., Wayne, Duncan, Rick, Carolyn
2. **Minutes** of 4/13/21 were approved.
3. **New Business:**
 - Grant discussed possible deployment to help with Alert FM.
 - Board decided to format Policies and Procedures into one document
 - Carolyn presented the Uniform policy created from a recent committee meeting. (See attached policy document.) We'll purchase shirts/hats with our Butte County CERT logo from FreeStyle Embroidery in Chico.
 - Rick Pero will be assisting with Public Information Officer duties as Rich will be out of town for 5 weeks. He attended a Bay Area CERT coalition Zoom meeting and will share the information at the next meeting.
4. **Old Business:**
 - D4H 214 management software is approved to purchase (\$340 yr)
 - Wired Impact Volunteer Management Plug In will be researched along with other options by Grant, Angela, and Teri to determine the best fit for us.
 - Roll out for D4H to BC CERT members will begin soon.
 - Purchase of two email addresses was approved (\$4 a month for each). This will allow other officers to send and receive emails pertinent to their role.
5. **SWOT Focus Group updates:**

Role development: Grant and several members spoke with Suu Va Tai regarding role development ideas. The committee will continue researching other CERT groups to determine their roles and deployment opportunities.

Branding/Logo: The committee met and created a suggested Uniform Policy. Carolyn sent out a survey and received 23 responses. Kelly Green shirt and Tan pants had highest response for desired color. An order form will be sent out to members soon.

Community Events: Teri has been working with Grant to coordinate potential events on the Master Schedule. The committee will meet to select events to register for as well as research best way to facilitate sign-ups.

Member Management: Kim Preston continues to work on updating D4H. (See attached notes from Kim)

Meeting adjourned 1930 hours.

Respectfully Submitted,

Carolyn Steele
BC CERT Admin Officer