

**Present:** Carla Cuch, Forrest Filler (Chair); Becky Finn; Morgan Hodgson; Bill Lake; Chris Manning; Kathie Olsen

### Sheltering

- **Carla** and **Kathie** have prepared a set of documents to help guide the Town Hall shelter work.
- **Kathie** will set up a binder, to be kept in the Town Hall storage area in a box labeled "SHELTER MANAGER" with all pertinent documents. (Staffing schedule; job descriptions; sign-in sheets; rule handouts; general information re signage, and lessons learned from Hugo run-through.).
- **Kathie** will send copies to all members of the CERT team so they can set up their own binders if they wish.
- **Chris** said that the Hugo run through at the overnight shelter at the Tribe Community Center went well. **Beckie** thinks that a binder of information would be helpful there similar to the one at the Town Hall shelter.
- It was noted that the Town Hall shelter supply of face masks had disappeared. **Carla** will check with Randhi to see if he has extras for shelter use; **Forrest** will check to see what is available at the airport supply area; and **Chris** will check with the Tribe to see what is handy.
  - It was agreed to turn down the kind offer of PPE from Curt , as storage space is limited and supplies are available elsewhere. **Forrest** will thank him and let him know.
- It was agreed that a walk-through at each shelter would be helpful for all CERT members, complete with
  - discussions of what jobs will be required, complete with job descriptions, and
  - a look at what might be missing or need to be firmed up.
  - **A walk-through at the Town Hall, followed by a walk through at the Community Center will be held Friday, November 5<sup>th</sup>, at 10:00 AM.**
- Once the walk-throughs have been completed, and all information firmed up, it was agreed that a training for volunteers needed to be held. No date was set, but the thought of some date near Thanksgiving might be a good idea.

### Fire Safety

- **Forrest** will set up a Fire Safety Training for the whole community.
  - A date was set for **Saturday, November 13<sup>th</sup>, at 10:00 AM.**
  - **Forrest** will check with **Gabi** re usage of the Town Hall.
  - **Forrest** will work with **Simon** and **Chris** on content and on who the presenters should be.
- It was agreed that all members of the CERT team should read the Dukes County Community Wildfire Protection Plan . **Forrest** will send it to all.
  - It was suggested that after we'd all read it, we should talk about how to work with Town and Tribe committees to see what next steps should be, and how best to get fire safety information out to the whole community.
- Morgan pointed out that fire concerns in Aquinnah included residential access roads that are not accessible to fire trucks, and that people needed to know how to plan on how to stay safe.
- **Beckie** said that there is a Tribal Fire Management Plan and she would see about accessing it for the CERT team.
- **Kathie** will check with friends in Oregon to see what information they have to share.

### Morgan's Schedule

- All agreed that this was a great job, and truly needed.
- **Morgan** responded to concerns about the seven day schedule, by saying that in the likely event that we do not have that much lead time, we would just have to compress the list.
- **Every CERT committee should go through her listing** by the next CERT meeting, indicating which tasks should be in their purview and let her know. They should also add-in those tasks not yet included on the schedule. **Morgan** will update as she receives the information.
- **Kathie** will add the schedule to the operations binder in the Shelter Manager box at the Town Hall. **Morgan** will make sure an updated schedule is kept there.

#### **CERT Team Miscellany:**

- It was agreed that **Forrest** will chair the team, easing the burden on Noli. This means that he will set up meetings (Zoom or in-person), remind people to attend, and assist people with assigned tasks as needed. He will also be the “go” person, making the call to action as needed. He will work with **Chris** as much as possible on making the call.
  - Many commented that Noli was a terrific leader and are glad she is still an integral part of the team.
- It was agreed that we can use Google docs to share documents if needed.
- **Beckie** and **Forrest** are still working on the emergency plan. They are making progress!
- **Gabi** sent a message expressing regrets at her inability to be at the meeting (no electricity!). She wanted us to know:
  - She has ordered shelving for the storage area, and it should be here within two weeks.
  - She is taking the food donated by the Salvation Army and giving it to the Food Pantry. Forrest reminded her that there are \$100 gift cards to Stop & Shop to go with each box, and that she can get them from Randhi.
  - The email system at the Town Hall is being streamlined.

**Adjourned:** 6:40 PM

**NEXT MEETING:** Thursday, November 5<sup>th</sup>, at 5:30.

GO TEAM!!!

Kathie Olsen