

# Ready Force Steering Committee Meeting Minutes

**Wednesday, January 3, 2024**

On Zoom.

**Attending:** Margaret Bell, Nancy Dorn, Mary Eusterman, Marti Franc, Ed Gellenbeck, Jean Lofy, Mayo Marsh, Karen Morris, Steve Morris, Judith Pearson, Jude Watson, Jim Willeford, Greg Wennison (Oak Lodge CERT), and Louise Williams.

## **ROSE Refresh Party**

Jean Lofy and Ed Gellenbeck shared information for planning the ROSE Refresh Party scheduled for Friday, Feb. 23, from 2 PM to 4 PM in the PAC.

- Jean shared a variety of possible handouts (see attached PDF) to include for each planned table. Many handouts are from agencies like the CDC and OEM (Oregon Department of Emergency Management), but volunteers are welcome to research other handouts or develop their own. Once we decide on the handouts, Ready Force will consult with the Resident Services Center regarding duplication. PDFs of the handouts will be placed on the [RVillagers.org](http://RVillagers.org) site under the Ready Force section for residents to access.
- It was decided not to include a refreshment table at the ROSE Refresh Party.
- Ed shared a suggested assignment of volunteers to tables (see attached spreadsheet PDF). The Steering Committee members present agreed to be co-leads at tables. Thank you! Ed will send out an email with the table assignments to all table volunteers, notifying them of the assignments.

Each table co-lead agreed to the following.

- Contact their table volunteers and get their agreement to participate.
- Coordinate a meeting or email chain to decide on the table display, handouts, and shifts the volunteers would like to work.
- Be prepared to report on their table plans and volunteer shifts at the next Steering Committee meeting (Feb. 1). Feel free to contact the Executive Committee anytime with questions or concerns.

## **Neighborhood Building Walkarounds**

There was a discussion about the Neighborhood Walkabouts led by Mark Kealey. Mark led the first walkaround of Schroeder Lofts in December, with John Chapman taking detailed notes. The suggestion was made to document the walkarounds with photos and videos. Jim Willeford will consult with Green Hammer about related GIS maps and continue discussing possible areas of concern regarding security and access to shut-off controls with the Executive Committee at their monthly meeting on Friday.

## **OLCERT**

Greg Wenneson discussed the relationship between Oak Lodge CERT (OLCERT) and Ready Force. Highlights included

- He considers Rose Villa the most prepared neighborhood in Clackamas.
- OLCERT will collaborate on the CERT-Lite training offered at Rose Villa. A meeting is scheduled for Saturday, Jan. 13, at 2:00 PM with Greg, Steve Morris, the Executive Committee, and any interested Steering Committee member to work on the training content, exercises, and shared resources. Nancy Dorn voiced interest in attending. The location will either be the South Main Board Room or on Zoom.
- Greg Wenneson discussed how it often makes more sense for Rose Villa residents to participate in the Rose Villa CERT-Lite training rather than taking space and resources in the Oak Lodge/Milwaukie CERT training.
- The planned September Community Preparedness Fair was discussed. Some members expressed concern that we may want to postpone the Fair until 2025. The Preparedness Fair will be discussed at Saturday's, Jan. 6, OLCERT monthly meeting. Ed and Jean will attend to represent Ready Force.
- Greg mentioned a need to develop a communication protocol between OLCERT and Ready Force in the event of a disaster.

## **CERT-Lite**

Ed has found a FEMA source for paper copies of the CERT Basic Training Participant Manual (August 2019 version). FEMA makes the complete manual (double-side, black & white, 3-hole punched) available for free upon request. Ed will order 40 copies to distribute to participants in our CERT-Lite course.

The meeting adjourned at 11:10 AM.