

Ready Force Steering Committee Meeting Minutes

Wednesday, February 7th, 2024

Training Room

Attending: Nancy Dorn, Mary Eusterman, Marti Franc, Ed Gellenbeck, Jean Lofy, Karen Morris, Steve Morris, Judith Pearson, Diana Stallard, Jude Watson, and Louise Williams.

ROSE Refresh Party

Ed Gellenbeck made the following announcements.

1. The ROSE Refresh Party is from **2:00 pm to 4:00 pm on Friday, February 23rd in the PAC**. Originally, it was 2:30 pm to allow for more time for setup, but other events in the PAC have changed, and we can hold it from 2:00 pm to 4:00 pm. Volunteers are invited to arrive at 1:00 pm to begin set up.
2. There will be no setup in the Tranquility Garden as originally planned. That includes any outdoor food or outdoor toilet setups with privacy tents.
3. Rick Simpson has agreed to take photographs of the event.
4. Green Hammer will be present, have a table, and will provide a promotional video.
5. MaryHelen will have a table and a computer for real-time access to resident Emergency Information Records. She will promote updating Emergency Contact information and give out File of Life forms. She will produce a 2-minute video to promote her table to be posted on the Daily Activities.
6. Food donations will be placed on a table in the middle of the PAC. (Green Hammer suggested a food drive table).
7. There will be three raffles at 3:15 pm to raffle off a First Aid Kit, a Twin Bucket System, and a case of cans of 50-year water. Each of the three corresponding tables will have its own bucket to collect resident names for the raffle.
8. Publicity will include five flyers sent via PBX and several promotional videos.

Members of each of the seven Ready Force groups gave reports on their groups' status and tables.

1. Food - Judith Pearson reported good preparation with her group. They will print their handouts.
2. Water - Marti Franc reported providing their handouts to Ed for posting on the webpage and printing. They are still finalizing their display. There was hope from the steering committee that some table volunteers might be ready to share information on how to use apartment space creatively in various apartments.

3. Sanitation - Louise Williams reported that the sanitation handouts are complete and printed. During the event, Ready Force will take orders from residents wanting to purchase the twin bucket systems supplied by Rose Villa and assembled by Ready Force.
4. Power Supply/Air Quality - Steve Morris and Jean Lofy reported that their handouts are almost done, and Jean will print them. Jude will provide her Jackery, solar panel, CPAP, and Alen Air Filter; Steve will provide several power supplies, a solar panel, and a radio/communication system; Jean will bring some power supplies; and John Chapman plans to bring various devices to be powered by the different power packs. (Steve will also meet with Rick Hamell next week about coordinating radios between RV Staff and Ready Force.)
5. Medical - Mary Eusteman reported that her table copies of documents are ready. She is planning no table handouts; everything is posted on the RVillagers.org website should residents want a copy. She will have a Ready Force First Aid Kit from Rescue Essentials and an AED on display. It was suggested that a video be shared for using an AED. One is already on RVillagers.org. Ed will provide Mary with the list of people who have signed up for Ready Force First Aid Training scheduled for May.
6. Red Binders - Val LeGault shared her plans for showing the Red Binders. She will record the names of people who don't have a Red Binder, and Ready Force will get one for them. Val's table will have the foundational Ready Force documents: The Strategic Plan, Map Your Neighborhood Summary, What a Ready Force Volunteer does, and a Ready Force campus map showing AEDs, Radios, and First Aid Kits. Residents can sign up for CERT-Lite (waiting list) and First Aid/CPR/AED at this table. They can also sign up for First Aid/CPR/AED at the Medical table.
7. Go-Bag/Under-the-Bed Bag - Nancy Dorn and Diana Stallard reported that they have sent their handouts to Ed for posting and printing, and their displays are ready. They will use two tables to display Go-Bags and under-the-bed bags.

The meeting was adjourned at 11:00 am.

After the meeting, it was noted that Steve Morris shared some Ready Force-related handouts. We could distribute these at the Ready Force or Red Binder table at the ROSE Refresh Party.

In addition, Val created a nice handout called "Seven Steps - Immediately Following Disaster." Since we have copies of this handout left over from last year's MYN meetings, we could also share these at the ROSE Refresh Party.

Lastly, there was a comment about the need for more promotion for the First Aid/AED/CPR training on May 4th. This training was promoted at the Let's Celebration Ready Force party in

December, and 18 people have signed up as interested. We have room for 20 students. The Executive Committee feels that with the ROSE Refresh Party and CERT-Lite Training approaching, adding another RF event and date for residents to keep track of may be too confusing. The Medical and Ready Force tables at the ROSE Refresh Party will promote and take names for the First Aid/AED/CPR training. Depending on the size of the waitlist, we will revisit promoting the event after the ROSE Refresh Party.