

CAER Emergency Preparedness Action Team



Contra Costa County CAER Group, Inc.

1330 Arnold Drive, Suite 246
Martinez, CA 94553
(925) 313-9296
(888) 972-2237
(925) 313-9176 Fax
www.cococaer.org

EMERGENCY PREPAREDNESS ACTION TEAM

CHAIR

Scott Etzel
Dow Chemical
925-432-5410
925-432- 5860 fax
setzel@dow.com

VICE CHAIR

Kathryn Gerk
Richmond OES
510-620-6866
510-262-3806 fax
Kathy_gerk@ci.richmond.ca.us

CAER Emergency Preparedness Action Team Meeting Minutes, February 28, 2008

In Attendance: Scott Etzel (Dow Chemical), Chris Bowman (ConocoPhillips), Donna Kilpatrick (Kaiser), Lori McDonald (CAER), Marcus Rayon (RFD)

Welcome

Grant Program Update

To date we have received 3 grant applications.

- Martinez Police – They have never applied in the past. They are asking for \$2,500.00
- Rodeo Hercules Fire – They have applied every year. They are asking for the full amount, \$2500.00. In 2003 we awarded them \$1,000.00 and again in 2006 we awarded them \$1,000.00.
- Railroad Junction School – They have applied a couple of times. They are asking for \$1,733.15. In 2006 we awarded them \$600.

SEMS/NIMS Workshop Planning

Our plan is to conduct a one day workshop on use of SEMS and NIMS ICS. We would like to improve the understanding of who fits where in an incident and who communicates with whom.

- Thoughts on instructors for ICS. Some good resources are Ron Martin with CCFPD and Bluewater Group.
- Scott and Lori will get together prior to next meeting and put together a RFP for instructors. We will provide in the RFP scenario/s and objectives for the tabletop exercise. Objectives should include unified command including utilities.
- Date for workshop – Sometime towards end of 3rd Quarter or beginning of 4th in 2008. A possible date maybe sometime week of September 14th.
- Location – Possible locations could be Shell Clubhouse and/or Chevron Amphitheater.

Emergency Response Resource Guide

Team discussed focus of guide, which should be people, materials and facilities. Guide organized by East, West and Central Counties. Assign to team members, geography specific resources and see what comes to the table.

**Next TEAM meeting
Thursday, March 13th**

Time: 11:30 am to 1:00 pm

**Location: CAER Conference Room
1350 Arnold Drive, 1st Floor Conference Room
MARTINEZ**