



# Big Bear Valley CERT

PO Box 2153 Big Bear City CA 92314

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## THANK YOU

To the CERT volunteers who “stepped up”, offering their time and expertise on so many **key priorities**. They gave advice or undertook tasks, accepted BBV-CERT Officer or topic specific CERT Coordinator roles and these actions helped the organization resolve many issues quickly.

Here is a brief summary of their professional and often laborious efforts over the past few months that vary from completing annual reporting requirements, running daily operations, to addressing and improving the BBV-CERT volunteer organization in general.

If you would like to work with this great dedicated team let us know; or if you're ready to take on a specific position yourself please review the [Important Announcements](#) to the right; there are a couple vital volunteer leadership roles open. Email Kristin Saukel, BBV-CERT President for more information at [k.saukel@verizon.net](mailto:k.saukel@verizon.net).

### Key Priorities Update

**BBV-CERT Website** (Lead-Rosemary Lloyd, Craig Lindstrom, Matt Scriven, Emily Heuerman, and Kris Saukel)

- + Found lost/wrong passwords and login information.
- + Updated website content information throughout site.
- + Past Host and Domain name issues researched and resolved.
- + Yahoo Account, stopped recurrent monthly notifications; more work needed.

**Member/Volunteer Information** (Lead-Yomar Cleary, Dave Jones and Kris Saukel)

- + Updated current BBV-CERT roster database.
- + Re-evaluate collection & data tracking needs for BBV and County, underway.

**Urgent/Non-urgent Communication Methods** (Lead-Rosemary Lloyd, Kris Saukel)

- + Needs assessment and tool options underway.

**Risk Management both County & BBV-CERT Travel Trailer** (Kris Saukel, Nick Bruinsma, Brett Minor, and Michael Ramirez/County)

- + Liability and property insurance issues identified with BBV-CERT trailer
- + No one is to move BBV-CERT or county travel trailers except BBFD staff.

**BBV-CERT Nonprofit Organization Annual Filing Requirements** (Tony Arneri)

- + Federal and CA state taxes e-filed, SOS 100 updated.
- + Monthly Financial Reports completed.

### Upcoming Events & Location

**March 27; 5:30-6:25pm**

BBV-CERT board meeting

**March 27; 6:30-8:00pm**

**CERT Disaster Prep-Logistics**

First in a series of monthly workshops for CERT Division teams.

**Location:**

Big Bear Senior Center

42651 Big Bear Blvd.

Big Bear Lake CA

### Important Announcements:

#### Classified Volunteer Job Openings

(some pre-qualifications may be required):

**+BBV-CERT Officer/Secretary** (must attend CERT meetings, have computer & misc. software skills).

Focus of role includes: Recording agendas/minutes for board, special and monthly meetings. Data entry for misc. info on Excel spreadsheets. Variety of email communication tasks with various entities.

**+CERT Education/Training**

**Coordinator** (must attend CERT meetings, must have completed FEMA/County Train The Trainer course). Focus of role includes:

- CERT Monthly Workshops
- CERT Annual Field Exercise
- Bi-Annual Basic CERT Training Courses with BBFD
- Educational Requests
- Assist Division Leaders with team specific development training

**+Other jobs under review so please ask.**

The 2016 Village Halloween Walk & Maggio's Fund Raising Events were a success. Thanks to Marie & Jim Smith for organizing them!