



Help Guide the Future of West Hills
West Hills Neighborhood Council



P.O. Box 4670, West Hills, CA 91308-4670
818-719-8656

<http://www.westhillsnc.org>

mail@westhillsnc.org

**EMERGENCY PREPAREDNESS COMMITTEE
MEETING MINUTES**

May 19th, 2009 - 6:30-8:00 PM

At West Hills Hospital – 4th Floor Training Room, 7300 Medical Center Drive, West Hills, CA 91307

Doors open at 6:15 p.m. for general discussion amongst Stakeholders.

Members in attendance: Adria Delibeto, Carolyn Poppert, Ed Crowe, Jeffrey Stordahl, Sol Bash, Cheryl Evans-Cobb R.N, Paul, Shively, Ron Sobel,

Absent: Bobbi Trantafello (excused), Shawn Lenske, Sandi Bell, Gary Plummer, Chris Rowe (excused), Joanne Yvanek-Garb, Jacquie Young (excused), Ed Young (excused)

Introductions

6:30 PM

Chair: Mr. Jeffrey Stordahl

Opening Business

6:40 PM

Call to Order
Roll call – Establish Quorum
Pledge of Allegiance

Ed Crowe made the motion to approve, Ron Sobel 2nd. Minutes approved with one correction (Adria in attendance).

Review & Approve Meeting Minutes

Old Business

6:45 PM

Update on Emergency Preparedness Fair
Save-A-Life Sunday

- Date: TBD
- Update on partnership with Fallfest
- Recommendation from Budget committee
- Update on Funding (from Monthly Board Meeting)

Shawn Lenske presented to the Fallfest meeting committee and was under the impression, the committee thought it was a good idea and EP was a good theme for the event. In addition, Shawn stated he would present to the CP/WH Chamber for approval (Nora Ross Dir.)

Continue development of draft “Mission Statement”

Deferred until a later date.

Presentations

None at this time.

New Business

7:30 PM

All Board Members

CERT Training July August

- Review, Modify & Approve Flyer
- Review Enrollment Form
- Open Discussion

Jeffrey led the discussion regard the design of the CERT Training Flyer. Several committee members had good input and changes were made in

order to clarify details or give the Flyer more readability. It was agreed by the group the flyers would be printed in black & white to save cost, and on green paper to match the CERT logo color.

Jeffrey and Ed spoke briefly regarding the automation of the CERT enrollment form located on the WHNC website. The enrollment process was explained to the committee members.

Deferred until a later date.

EP Committee Marketing Materials

- What should we purchase
- EP Supplies, Bags, Coffee Cups, Tee Shirts, etc.

Open Discussion

Ed Crowe and Sol Bash recommended the formation of a separate non-profit (WVERT) to focus on 1st emergency responders group. A written motion was given to Jeffrey for review. The motion was deferred until our next monthly meeting.

Adjournment

8:10 PM

Next scheduled meeting (proposed)
Tuesday June 23rd

Public Comments *****Stakeholders will be limited one to two minutes to talk on any subject within the Board's Jurisdiction that is not on the agenda. No one subject may take longer than five minutes together regardless of the number of stakeholders that wish to speak on it. Stakeholders will be given an opportunity to speak on agenda items when that item is on the floor. *****

Board Business – Comment from Board Members on subject matters within the Board's jurisdiction.

Adjournment –The next regularly scheduled meeting will be discussed and decided at this meeting

Reconsideration Process - Reconsideration of a vote shall be by approval of a Board member's motion to do so.

Grievance Process - Each agenda shall provide for the presentation of grievances by any Stakeholder or group of Stakeholders. A Stakeholder may appeal the decision on the grievance by the Board of Directors to the Department of Neighborhood Empowerment, or its successor organization.