

Minutes of Meeting
City of Weston Lakes Emergency Management Committee Meeting
Simonton City Hall
35011 FM 1093, Simonton, Texas
Tuesday, July 10, 2012
6:00 p.m.

1. Meeting called to order by Chairman Cliff Aldrich at 6:00 p.m.
2. Approval of Minutes of the 10 April 2012 and 12 June 2012: Approved
3. Chairman's Comments:
 - *Discuss and Coordinate 21 July CERT Exercise: Exercise will be led by Vern Flowers (CERT), and Trent Thomas (City). Items of discussion were start time of 8 a.m. and finish time of no later than 12 noon, number of teams, assignment areas, objectives. Use of Maps and Debris/Damage Forms, Bowser Road coverage, Logistics Roll. Participants were reminded to bring appropriate gear, wear appropriate clothing and I.D.
 - *Discuss Full-Up Exercise, 25 Aug: Start at 8 a.m. , finish 4 p.m. This exercise will be the culmination of previous exercises performed this year. Participants reminded to update computers, wear vests, I.D., etc. Note: Shirts and caps are available to be purchased from Marshall Horowitz.
 - *3 August, Hurricanes, Major Disasters Conference, Univ. of Houston Hilton, City will pay the fee for two or three participants. Mr. Will Fortenberry volunteered.
 - *20 July Debris Management Workshop. Carolyn Flowers and Linda Harnist are registered to attend.
 - *Call Roster-Phone Tree Notification: Fran Aldrich presented the completed phone tree. This information should not be shared outside of the committee. Signatures were obtained for those receiving the phone tree. A copy is attached.
4. Equipment and Supplies Budget. Consider and take action on Equipment and Supplies procurement against FY 2012 Budget (partial procurement list attached). Motion to approve, Marshall Horowitz, seconded by Bill Dubois. Motion passed unanimously.
5. Proposed Storage: Consider and take action on proposed storage city for City Emergency equipment and Supplies: Discussion to the type of storage building and location for placement. Mud 81 has expressed interest in providing space. Motion to authorize the Chairman to obtain three bids related to the procurement of storage building made by Mr. Minton, seconded by Mr. Dubois. Motion passed unanimously. Guidance was also

provided to consider as one of the options a Sea Van type container.

6. Equipment and Supply requirement for FY 2013 including:

*Matching Funds for pending Grant, \$12,500

*ABC Leasing Contract \$1,000.00

* Defibrillators \$6,300

*Exercise Supply Report \$500.00

Items to be submitted to the City of Weston Lakes for consideration/approval during budget workshop.

A motion to purchase 3 defibrillators at a cost of no more \$2100 each was made by Bill DuBois; seconded by Jim Minton. Motion passed unanimously.

7. EOC Assignments: Review and request by Chairman Aldrich for all sections to complete their respective SOPs.

8. Review Damage Assessments Reports: Item tabled until CERT Exercise briefing. County training on proper use of these reports may become available at a later date.

9. Open Comments: Comments in general pertained to
PIER's development (Grant) progress
Cargo Container for storage use
City's financial responsibility in time of major event

10. Adjournment: Mr. DuBois moved meeting be adjourned at 7:04 p.m., Jim Minton seconded. Motion passed unanimously.

Minutes of July 10, 2012 Meeting Submitted by Linda K. Harnist, Committee Secretary July 12, 2012

Linda K Harnist

July 14, 2012

Corrected spelling on August 14, 2012

LKH