

**MARSEILLES ESDA TEAM**

**1<sup>st</sup> MEETING 8/25/21**

**MARSEILLES CITY HALL @ 7PM**

**MEETING START:**

**ROLL CALL:**

**OLD BUSINESS:**

1. CITY BADGES
2. VEST
3. FREEDOM RUN
4. FUN DAYS?

**NEW BUSINESS:**

1. NEW MEMBERS / RECRUITMENT
2. CPR/ 1<sup>ST</sup> AID/ AED TRAINING
3. CERT REFRESHER
4. UNIFORM, SHIRTS, PANTS, IDEAS?
5. MEETING DATES, TIMES, LOCATIONS.
6. ANNUAL CALENDAR
7. ANNUAL BUDGET
8. TEAM POSITIONS
  - ESDA COORDINATOR: NATHAN SCHAEFER
  - SECRETARY/ RECORDER: CATHERINE STRONTTNER?
  - TRAINING COORDINATOR?
  - FUNDRAISING/ GRANTS?
  - STORM CHASE/ TRAINING?
  - ?
  - ?

**OPEN FORUM (GUEST OF MEETING):**

**COMMENTS:**

**MEETING ADJOURNS:**

Official proceedings of the Marseilles ESDA Team meeting of August 25, 2021

The Marseilles ESDA Team met at Marseilles City Hall at 7PM on August 25, 2021

Roll Call showed the following present: Nathan Schaefer, Claudia Schaefer, Catherine Strottner, Viola Laitila, Jeff Laitila, James Palmer, Ann Sommer, Jerry Sommer, Ed Cavanaugh (by phone), Don Modeen (EMS Coordinator)

Review of Old Business:

- Received our City Badges
- Discussed ESDA role at Freedom Run back in June
- Reviewed the transition from CERT to ESDA

New Business:

- Potential new ESDA members need to pick up an application from City Hall & return it to Chief Faber to be vetted
- Don Modeen spoke of NIMS (National Incident Management Systems) which is the training program that facilitates training and qualification of emergency management personnel to NIMS concepts and principles and is the format that ESDA will follow.  
Don also mentioned that Police Chief Faber will be pushing through for the Marseilles ESDA program to receive grant monies/qualify for programs to expand ESDA services. The first item to be received will be the MAAS Tahoe vehicle. New radios will be a goal in the future
- CPR/First Aid Training/AED training will be taught to current ESDA Members, and will be through the American Heart Association and be renewed every two years. Dates to follow. Also, a CERT class refresher is suggested and looking to be scheduled in early 2022 for all existing & future ESDA members
- Up for discussion are ideas for uniforms when working in the field
- Items for September Agenda are annual calendar, annual budget, and review team positions for operating, command & logistics. As individual team members, decide what role you want to have on the team & what kind of position by researching other CERT/ESDA groups that are active in their towns.

Meeting Dates for 2021:

- Thursday, Sept 16, 7PM at Marseilles City Hall
- Thursday, Oct 21, 6:30PM for CPR/AED Training at Fire Station
- Thursday, Nov 18, 6:30PM for First Aid Training at Fire Station
- Thursday, Dec 16, 7PM Location TBA – leave Dec meeting with requirements for new members

Adjourn: 8:15 PM

Respectfully Submitted by Catherine Strottner - ESDA Admin Secretary

**MARSEILLES ESDA TEAM**

**MEETING 9/16/21**

**MARSEILLES CITY HALL @ 7PM**

**MEETING START:**

**ROLL CALL:**

**OLD BUSINESS:**

Minutes from 8/25/2021

**NEW BUSINESS:**

1. UNIFORM, SHIRTS, PANTS, IDEAS?
2. NIMS
3. COMMUNICATION
4. EQUIPMENT
5. MEETING DATES, TIMES, LOCATIONS. 2022
6. ANNUAL CALENDAR 2022
7. ANNUAL BUDGET 2022
8. TEAM POSITIONS
  - ESDA DIRECTOR: NATHAN SCHAEFER
  - ASSISTANT ESDA DIRECTOR: ?
  - SECRETARY/ RECORDER: CATHERINE STRONTTNER
  - TRAINING COORDINATOR: ?
  - FUNDRAISING/ GRANTS: ?
  - STORM CHASE / REVIEW: ?
  - C.E.R.T. COORDINATOR: ?
  - ?

**GUEST OF MEETING:** Don Modeen, Fred Moore

**OPEN FORUM / COMMENTS:**

**Future meeting dates:**

1. October 21, 2021, 630pm CPR AED Training @ the Fire Station
2. November 18, 2021, 630pm 1<sup>st</sup> Aid Training @ the Fire Station
3. December 16, 2021. 7pm. Location TBA

**MEETING ADJOURNS:**

Official proceedings of the Marseilles ESDA Team meeting of September 16, 2021

The Marseilles ESDA Team met at Marseilles City Hall at 7PM on September 16, 2021

Roll Call showed the following present: Nathan Schaefer, Claudia Schaefer, Catherine Strottner, Dave Strottner, Viola Laitila, Jeff Laitila, James Palmer, Ann Sommer, Jerry Sommer, Ed Cavanaugh. No meeting guests tonight as stated on the agenda (Don Modeen, & Fred Moore were scheduled)

Review of Old Business:

- Approved Minutes from August 25, 2021
- Reviewed that there will be future/more info & discussion on NIMS
- Discussed about getting the Tahoe vehicle from MAAS & had questions about future costs of vehicle maintenance

New Business:

- Ideas for uniforms when working in the field: Cargo shorts for spring/summer & Cargo pants for fall/winter (charcoal grey) – all with HI VIZ. Nate will talk with Maggie from Boomin' Vinyl about getting Polo shirts with emblem. Possible order would be for 3 t-shirts & 1 polo per person.
- Start working on individual CERT Go-Bags that would be taken/used out in the field
- Discussed equipment needed in field of flashlights, headlamps, & parking directional lights. Also checking into new radios with charger bases
- Nate would like to see the first grant worked on to be written by NCICG for radios/communication, a 6-passenger UTV and/or a Gator with a backboard
- Discussed possible Team Positions but tabled deciding them at this time
- Chose the meeting dates for the year 2022, being the 3<sup>rd</sup> Thursday of every month

Upcoming Meeting Dates:

- Thursday, Oct 21, 6:30PM for CPR/AED Training at Fire Station
- Thursday, Nov 18, 6:30PM for First Aid Training at Fire Station
- Thursday, Dec 16, 7PM Location TBA – leave Dec meeting with requirements for new members

Adjourn: 8:40PM

Respectfully Submitted by Catherine Strottner - ESDA Admin Secretary



**MARSEILLES ESDA TEAM**

**MEETING 10/21/21**

**MARSEILLES FIRE STATION @ 6pm CPR / AED Training**

Meeting at 6pm. Training starts at 6:30pm until complete for the night.

**MEETING START:**

**PLEDGE:**

**ROLL CALL:**

**OLD BUSINESS:**

Minutes from 9/16/2021

**NEW BUSINESS:**

1. UNIFORM, SHIRTS, PANTS, IDEAS?
2. MEETING DATES, TIMES, LOCATIONS. 2022
3. ANNUAL CALENDAR 2022
4. ANNUAL BUDGET 2022
5. TEAM POSITIONS
  - ESDA DIRECTOR: NATHAN SCHAEFER
  - ASSISTANT ESDA DIRECTOR: Jeff Laitila?
  - SECRETARY/ RECORDER: Catherine Strottner
  - TRAINING COORDINATOR: Jerry & Ann Sommer?
  - FUNDRAISING/ GRANTS: ?
  - STORM CHASE / REVIEW: James Palmer?
  - C.E.R.T. COORDINATOR: Ed Cavanaugh?

**OPEN FORUM / COMMENTS:** TRAINING @ FIRE STATION

**Future meeting dates:**

1. November 18, 2021, 630pm 1<sup>st</sup> Aid Training @ the Fire Station
2. December 16, 2021. 7pm. Location TBA

**MEETING ADJOURNS:**

Official proceedings of the Marseilles ESDA Team meeting of October 21, 2021

The Marseilles ESDA Team met at Marseilles Fire Station at 6:30PM October 21, 2021

Roll Call showed the following present: Nathan Schaefer, Claudia Schaefer, Viola Laitila, Jeff Laitila, James Palmer, Ann Sommer, Jerry Sommer, Ed Cavanaugh

CPR/AED Trainer - Don Modeen (EMS Coordinator)

- Review of Minutes from September 16, 2021
- Review of Budget, Equipment, Uniforms before training started with short discussion

New Business: OFFICIAL CPR/AED TRAINING 6:30PM – 9:30PM with Don Modeen

Next Month's Meeting Date:

Thursday, Sept 16, 7PM at Marseilles City Hall

- Thursday, Nov 18, 6:30PM for First Aid Training at Fire Station

Adjourn: 9:30 PM

Respectfully Submitted by Catherine Strottner - ESDA Admin Secretary

**MARSEILLES ESDA TEAM**

**MEETING 11/18/21**

**MARSEILLES FIRE STATION @ 6:30pm 1<sup>st</sup> AID Training**

**Training starts at 6:30pm until complete for the night.**

**MEETING START: NO BUSSINESS CONDUCTED, TRAINING ONLY TONIGHT**

**PLEDGE:**

**ROLL CALL:**

**OLD BUSINESS:**

**Minutes from 10/21/2021**

**NEW BUSINESS:**

- 1. UNIFORM, SHIRTS, radios, vehicles.**
- 2. ANNUAL CALENDAR 2022**
- 3. ANNUAL BUDGET 2022**
- 4. TEAM POSITIONS**
  - ESDA DIRECTOR: NATHAN SCHAEFER**
  - ASSISTANT ESDA DIRECTOR: Jeff Laitila**
  - SECRETARY/ RECORDER: Catherine Strottner**
  - TRAINING COORDINATOR: Jerry & Ann Sommer**
  - FUNDRAISING/ GRANTS: Ed Kavanaugh**
  - STORM CHASE / REVIEW: James Palmer**
  - Recorders: Viola, Claudia**

**OPEN FORUM / COMMENTS: TRAINING @ FIRE STATION**

**MEETING ADJOURNS:**

Official proceedings of the Marseilles ESDA Team meeting of November 18, 2021

The Marseilles ESDA Team met at Marseilles Fire Station at 6:30PM November 18, 2021

Roll Call showed the following present: Nathan Schaefer, Claudia Schaefer, Viola Laitila; Jeff Laitila, James Palmer, Ann Sommer, Jerry Sommer, Ed Cavanaugh

First Aid Training - Don Modeen (EMS Coordinator)

- Review of Minutes from October 21, 2021

New Business: OFFICIAL FIRST TRAINING 6:30PM – 9:30PM with Don Modeen

Next Month's Meeting Date:

- December Meeting TBA/Possibility of an informal holiday gathering

Adjourn: 9:30 PM

Respectfully Submitted by Catherine Strottner - ESDA Admin Secretary