



Boxborough Emergency Reserve Corps (BERC)
Executive Committee AGENDA
Boxborough Community Center
Monday May 4th, 2015
7:00 – 8:30 p.m.



Minutes – 3/26/15 meeting – review and approve

Diane

Updates - general

Organization updates

- Swan/Ron BERC Chair handoff meeting 4/25
- Member contact, status, and certifications database

Ron

Ron

Event reports

- Red Cross meeting – BFD/ERC, 3/24
- Mental Health 1st Aid, 4/8
- Animal/Pet Preparedness, 4/9

Ron

Kathleen/Ginny/Ron

Janyce/Diane

Upcoming events

- Town Meeting 5/11 – 1 or 2 page handouts, BERC overview and volunteer information
- Plan Fifer's Day event to be held June 20th – booth, materials, and staff coverage

• MRC Region 4a events:

	<u>Date</u>	<u>Location</u>
○ National Guard presentation	5/7	Walpole
○ Infectious Disease in Disaster	5/27	Waltham
○ Smallpox vaccination cert/recert	6/9	Framingham
○ CPR/AED HCP	6/10	Wrentham
○ Personal Protective Equipment	6/16	TBD
○ CPR/AED HCP	6/24	Framingham

Long-term planning (goals, events, etc.)

- Membership recruiting planning/ideas and volunteer requirements
- Training events (local/regional) – Shelter management training
 - Red Cross/MRC
 - Shelter Drill – Blanchard – plan for Fall
- Meet with neighboring town ERC Chairs to discuss organizations and best practices
- Cooperative agreement with other towns? TBD

Other business

- Phone Tree to be updated
- BERC website to be updated

Next Meeting - TBD