



**Boxborough Emergency Reserve Corps (BERC)
Executive Committee Meeting Minutes - DRAFT
Boxborough Town Hall
Thursday May 24th, 2018
7:00 – 8:30 p.m.**



Attendees

Margaret Delano, Diane Ford, Scott Konkle, Stephanie Lin, Ron Sisco, Janyce Vicik

Updates - general

Check grant status with Jim Garreffo BOH - Ron

Organization updates

Kathleen and Dan Smyers have moved to Andover and have resigned from BERC.

Event reports

None to report.

Upcoming events

- **Boxborough Fifer's Day Saturday June 16th**
 - **Theme and key topics -**
 - **Blood pressure clinic and File of Life – EMTs Stephanie and Ron**
 - **Tick and Lyme awareness, “tick tube” flyer - Diane**
 - **Thunderstorm and lightning Safety - Ron**
 - **Summer heat/car heat awareness**
 - **Child preparedness coloring book - Janyce**
 - **Go-bag and general preparedness awareness**
 - **Booth coverage -**
 - **Setup 8am prior to road race@9am – Janyce, Ron, Scott**
 - **Early coverage 12-2pm – Peter, Margaret, Ron**
 - **Late coverage and breakdown 2-4pm – Stephanie, Diane, Ron**
 - **Other volunteers to be contacted for additional booth coverage**
- **Regional events**
 - **Requested calendar of upcoming regional events from Region 4a coordinator. Will distribute once received.**

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

- **Training events (local/regional) –**
 - **Shelter walk-through/Drill – Blanchard – plan for Summer with Fire Chief White**
 - **Discussed ideas for training events**
 - **Proposed to co-host CPR/1st Aid training event with Acton/Stow/Concord/Littleton. Ron to discuss with other towns**
 - **Certification and community recruiting event**

Other business

Next Meeting – TBD