

## *CERT Meeting Minutes - September 23, 2024*



*You are receiving this email because you are a member of the West Tennessee CERT Team, To unsubscribe, hit reply and type STOP and I will personally delete you from the list.*

*Thank you, and I look forward to your feedback on this month's newsletter.*

### *Members in Attendance*

- *Paul Buhrmester*
- *Robert "Bob" Govero*
- *Marcella Harris*
- *William "Bill" Hughes*
- *Darren Smith*
- *Bryan Styer*
- *William Warhurst*

### *Coming Up*

*CERT Winter Storms*

*Mon, August 26, 6:30pm – 9:00pm*

*Training: the CERT schedule is always at the Constable website > CERT > Calendar*

## Outreach

*Our biggest outreach effort is Munford Celebrate. With our newly elected board, a plan to accomplish this is underway.*

*Munford Celebrate - there's a need to schedule volunteers for this day. Under the leadership of Doug Justice, we have the booth to conduct the promotion the team wants to do. A strong showing by our team is essential to ensure our desires are fulfilled.*

## Business Meeting

*This meeting was called to order at 6:31 p.m. by Constable Darren Smith.*

### *I. Development of a Board*

- President: Bryan Styer was nominated by Marcella Harris & seconded by Paul Buhrmester. Unanimous vote.*
- Vice-President: Robert Govero was nominated by Marcella Harris & seconded by Paul Buhrmester. Unanimous vote.*
- Secretary: Marcella Harris was nominated by Darren Smith & seconded by everyone. Unanimous vote.*

### *II. Outreach - Munford Celebrate*

*Celebrate Munford is Saturday, Oct 19, 2024. Our booth number is 44. We will need volunteers to man the booth from 9-11; 11-1; 1-3; and 3-5. In addition, set up is at 6 a.m. We will have handouts for recruiting. Thanks to the leadership of Doug Justice, we also have a new canopy!*

### *III. Board Development & Bylaws*

*Constable Smith discuss the importance of Board Member training and development and will share additional information about free training. One of the first tasks is the development of Bylaws. Marcella Harris has already done some preliminary research.*

### *IV. Next meeting*

*Our next meeting is scheduled for Monday, Oct 28, 2024. The topic of discussion is Winter Storms. That will be our last meeting for the year.*

*The meeting was adjourned in prayer at 9:48 p.m. by President Bryan Styer.*

## Additional Discussion

*The following topics were discussed:*

- CERT shirts for Munford Celebrate were discussed and approved to be purchased by each individual. It was agreed to purchase shirts from this small business:  
<https://www.ebay.com/itm/152687067722>*

- *Traffic Wands were discussed and demonstrated in today's class. These wands double as flashlights. If you want your own set, purchase them here: <https://www.amazon.com/dp/B0B2NYNBS7>*
- *Free training is available for Crowd Manager certification. The program discussed by Constable Smith was: <https://www.ncosfm.gov/licensing-cert/pyrotechnics/classes-pyrotechnic-license-fusing-crowd-manager>*
- *Free Roadway Safety training was discussed. [Respondersafety.com](https://www.respondersafety.com) provides free training for first responders. While you can obtain the [full, 10-hour certificate](#), you can take individual modules in the program, like:
 
  - [The First 15 Minutes at Roadway Incidents](#)
  - [Scene Control](#)
  - [Manual Traffic Control](#)
  - or see the [full list of online training modules available](#).*
- *Concern for the 40 members we have on the list and their participation will be dealt with by the board. A phone call was discussed. Member participation requirements would be included in the bylaws.*
- *Additional training which should be accomplished is the FEMA ICS series of courses. See the list at: <https://www.tiptonconstables.org/cert-manuals>*

## Training Notes

- *In Traffic/Crowd Control there are Planned (events) & Unplanned (traffic) events.*
- *CERT operates under delegated authority of a government official. This means:
 
  - No self-activation
  - We use the ICS*
- *Three things to remember:
 
  - Personal safety first priority
  - Then the safety of others and
  - The credibility/integrity of CERT program - your actions reflect on the members of CERT and the CERT sponsor.*
- *TEAM:
 
  - Together
  - Everyone
  - Achieves
  - More*
- *Constable Smith demonstrated how to use traffic wands.*
- *I'm Safe Checklist was discussed.*
- *Having a CALMING presence goes a long way in calming a crowd.*
- *Scene Size-Up was discussed*
- *Always work with a buddy!*

## Stay Informed & Get Connected

*For the latest updates on community safety, crime prevention tips, and local events, we encourage you to visit the Tipton Constables Facebook page. Stay informed about the efforts of our dedicated law enforcement officers as they work tirelessly to keep our community safe. By following the page, you'll gain access to valuable information, timely alerts, and opportunities to engage with your local constables. Join the Tipton Constables*

Facebook community today and be an active participant in fostering a safer, more connected neighborhood. Your involvement makes a difference!

[CERT Team Website](#)

[Constable's Blog](#)

## The I'm SAFE Checklist

*The IM SAFE checklist is a key self-assessment tool in aviation designed to ensure that pilots are mentally and physically prepared to fly. It stands for Illness, Medication, Stress, Alcohol, Fatigue, and Emotion. This checklist can be adapted for use in the Community Emergency Response Team (CERT) context to ensure that volunteers are ready and fit to respond to emergencies. Here's how the checklist could be applied to CERT:*

### *Illness:*

*CERT members must assess whether they are physically well enough to participate. Responding while ill can lead to impaired decision-making, poor physical performance, and the potential spread of illness to others. CERT volunteers should self-monitor for symptoms like fever, coughing, or other conditions that could hinder their abilities.*

### *Medication:*

*CERT members need to ensure that any medications they are taking do not impair their ability to perform tasks, such as operating equipment, managing stressful situations, or coordinating with other team members. Medications that cause drowsiness or affect judgment, for example, could put themselves and others at risk during emergency response.*

### *Stress:*

*High levels of stress can impair cognitive function, leading to poor decision-making and situational awareness. In the CERT environment, volunteers may face stressful situations that require rapid response and clear thinking. CERT members should evaluate whether personal or situational stressors are affecting their ability to contribute effectively.*

### *Alcohol:*

*CERT volunteers should never engage in emergency response duties while under the influence of alcohol. Alcohol impairs judgment, coordination, and reaction times, making it a critical factor in readiness. CERT programs must establish a strict policy regarding sobriety during any deployment.*

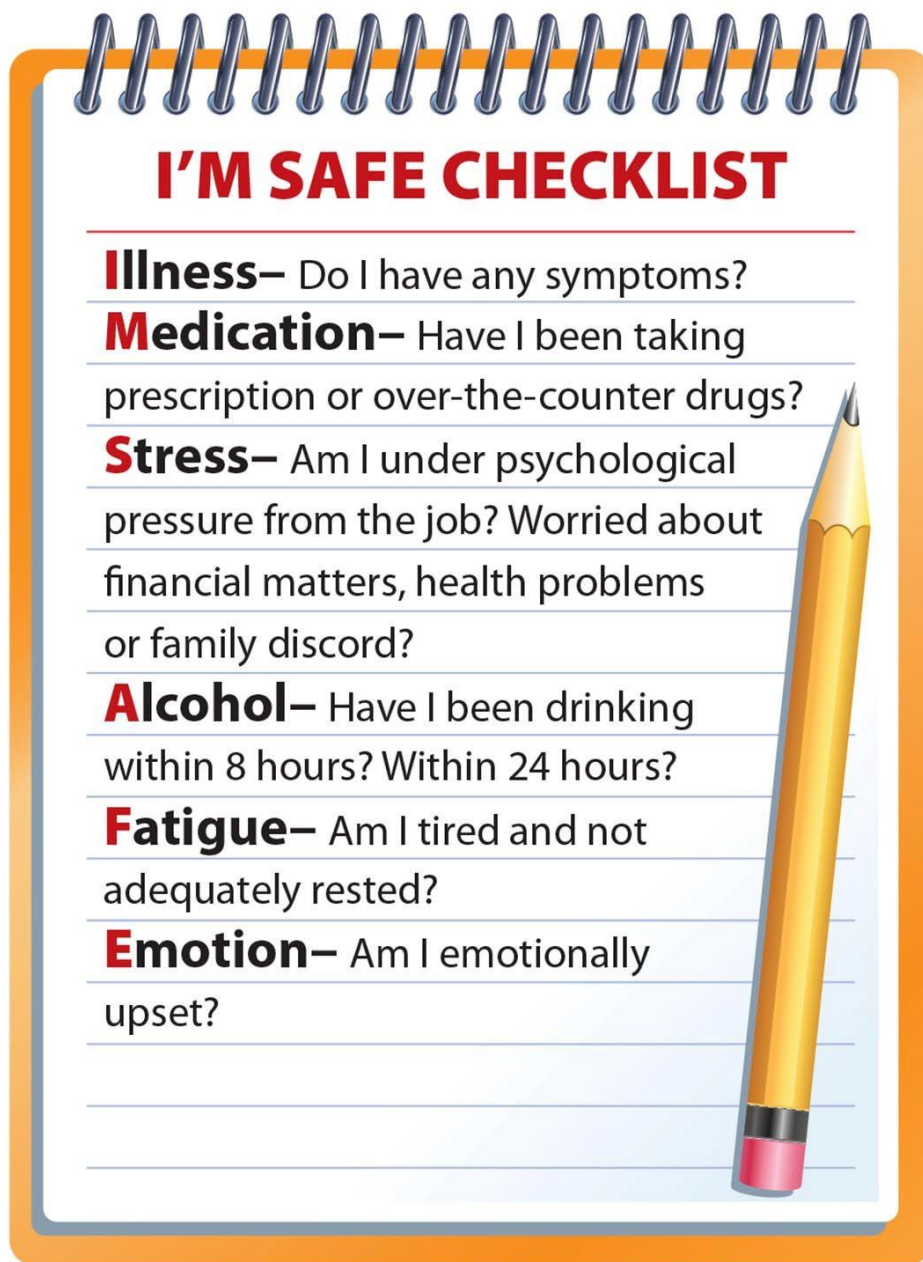
### *Fatigue:*

*Fatigue is a serious concern for CERT volunteers, as it can significantly reduce physical performance, reaction times, and cognitive function. Fatigued CERT members may be unable to perform physically demanding tasks or make quick decisions in high-pressure situations. They should be aware of how much rest they've had and ensure they are not exhausted before deploying.*

### *Emotion:*

*For CERT members, emotional readiness is crucial. High-stress scenarios can provoke strong emotional responses, such as fear, anger, or sadness, which can cloud judgment. CERT volunteers need to assess whether they are emotionally prepared to handle the often-chaotic and distressing nature of emergency responses.*

By applying the IM SAFE checklist to CERT, teams can ensure that all members are physically, mentally, and emotionally fit to contribute to emergency response operations. This proactive self-assessment ensures the safety and effectiveness of the team, as well as the people they are trying to assist.



## I'M SAFE CHECKLIST

**I**llness– Do I have any symptoms?

**M**edication– Have I been taking prescription or over-the-counter drugs?

**S**tress– Am I under psychological pressure from the job? Worried about financial matters, health problems or family discord?

**A**lcohol– Have I been drinking within 8 hours? Within 24 hours?

**F**atigue– Am I tired and not adequately rested?

**E**motion– Am I emotionally upset?

*Let's Connect...*

[Constable's Facebook Page](#)

# Introduction to Incident Command System

The Incident Command System (ICS) is a standardized approach to the command, control, and coordination of emergency response, widely used by the Federal Emergency Management Agency (FEMA) and other organizations involved in disaster management. ICS allows multiple agencies, including federal, state, and local responders, to collaborate effectively during emergencies and incidents, ranging from natural disasters to terrorist attacks.

ICS was initially developed in the 1970s following catastrophic wildfires in California, which highlighted the need for better communication and coordination among responding agencies. Today, ICS is a core component of the National Incident Management System (NIMS) and is mandatory for managing large-scale incidents and special events.

## Overview of the Incident Command System

ICS is structured around key principles and components that promote efficient, scalable, and flexible emergency response. Here's an overview of the key elements:

### 1. Key Principles of ICS:

- **Standardization:** ICS provides a standardized, uniform structure, terminology, and procedures for all responding agencies. This eliminates confusion and ensures consistency in response.
- **Scalability:** The system can be scaled to handle incidents of any size or complexity, from small local events to large national disasters.
- **Interoperability:** ICS allows agencies from different jurisdictions to work together smoothly, even if they don't typically collaborate on a day-to-day basis.
- **Flexibility:** The structure of ICS is flexible and can be adapted to a wide range of incidents, from routine emergencies to large, complex disasters.

### 2. Key Components of ICS:

- **Incident Commander:** The individual responsible for the overall management of the incident. The Incident Commander has the authority to make decisions and direct resources as needed.
- **Command Staff:** Supports the Incident Commander with specific tasks. This includes the Public Information Officer (managing communication), Safety Officer (ensuring safety of personnel), and Liaison Officer (coordinating with other agencies).
- **General Staff:** Composed of key functional areas:
  - **Operations Section:** Directly manages all tactical operations during the incident, including search and rescue, fire suppression, or medical care.
  - **Planning Section:** Gathers and analyzes information, maintains the incident action plan, and manages resource tracking.
  - **Logistics Section:** Provides resources and services required to support incident operations, such as food, water, equipment, and personnel.
  - **Finance/Administration Section:** Oversees financial aspects of the response, including cost tracking, procurement, and reimbursement.

### 3. Unified Command:

In larger, more complex incidents involving multiple agencies or jurisdictions, ICS allows for a Unified Command, where leaders from various organizations share decision-making authority. This structure fosters collaboration and ensures that all agencies work toward common objectives without duplicating efforts or working at cross-purposes.

### 4. Incident Action Plan (IAP):

One of the core tools in ICS is the Incident Action Plan, a formal document that outlines the overall incident objectives, strategies, and tactics. The IAP is typically updated every operational period and helps ensure that everyone involved is working toward the same goals.

#### 5. Span of Control:

*ICS emphasizes an effective span of control, limiting the number of subordinates one supervisor should manage to 3–7 individuals. This ensures that leaders can effectively monitor and support their teams without being overwhelmed.*

#### 6. Modular Organization:

*ICS uses a modular system, meaning that the organization can expand or contract based on the size and complexity of the incident. This flexibility allows the system to grow as the situation demands, ensuring that resources are always appropriately aligned with operational needs.*

#### Conclusion

*The FEMA Incident Command System (ICS) is a proven and highly adaptable system for managing emergencies, ensuring that responders from different agencies can collaborate seamlessly and effectively. Its emphasis on standardization, flexibility, and scalability makes it essential for incident response at every level of government and across multiple sectors. By providing a clear command structure, ICS helps protect lives, property, and resources during both routine incidents and major disasters.*