1. Introduction and opening

2. Approval of March 28, 2012 Minutes (attached to this document)

3. Federal Update – Fred Bretsch (15 minutes)

4. State Update - Chuck Perino - (10 minutes)

5. 2012 Citizen Corps Grant discussion - all (30 minutes)

6. Revision of charter to allow non-voting SAC members (Red Cross, SDF, etc.) voting rights on non-Citizen Corps grant allocation decisions – (30 minutes)

7. Nominations and elections for SAC leadership - (45 minutes)

8. Discussion on SAC projects/workplan – (45 minutes)

9. Good of the order

10. Next meeting: TBD by attendees- TUESDAY October 30 2012?
Oregon Citizen Corps - State Advisory Committee Meeting Minutes –March 28, 2012

Present:
Erik Anderson Marion County
Fred Bretsch FEMA
Steve Bullock (via phone) Multnomah County
David Davis Florence CERT-Fire Dept.
Rochelle Davis Siuslaw Valley Fire
Cathy Harrington City of Gresham
Stella Hickey Oregon Fire Corps
Roberta Janssen Oregon State Defense Force
Mitch Neilson City of Hillsboro
Richard Newton Medical Reserve Corps
Curtis Peetz American Red Cross
Kelly Jo Craigmiles, Bev Hall, John Lewis, Chuck Perino Oregon Emergency Management

1. **Introduction and Opening:**
   Chair Cathy Harrington opened the meeting at 1:00 and introductions were made.

2. **Previous Minutes:**
   The minutes from November 16, 2011 were approved as amended.

3. **Federal Update – Fred Bretsch**
   Fred talked about the Youth Preparedness Conference to be held April 18 in Seattle. The workshop walks you through the workbook modules. There is a high level emphasis on youth presently, since youth are the gateway to adults. The workbook used was prepared with input from the American Red Cross and the Education Department on how to incorporate disaster preparedness into schools.

   Fred also said that the Strategic Plan is being rewritten. The Seattle Urban Area is changing their program from “Three Days, Three Ways” to “What to Do To Make It Through.” Alaska is holding a conference in April on schools. They are doing ShakeOut in 2013.

4. **State Update – Chuck Perino**
   Chuck said he has been buried in the Cascadia Subduction Zone Plan project that is finishing up.

5. **2012 Citizen Corps Grant Discussion**
   John Lewis explained the changes being made to the Homeland Security Grant Program. Sixteen grants are being combined into three (core capabilities, homeland security and critical infrastructure), and changed to a two year program called NPGP. There also will be no more extensions granted. This year Citizen Corps was not funded and it was left up to the states to choose to allocate any money to them. Oregon decided to give 5%. Volunteer recognition items will not be allowed. The message is to “maintain and sustain.”

   Cathy summarized what the SAC can do: Give input to IJ process and help on allocations. The State can spread the word via the grant workshops on what is allowable. Kelly Jo said that there are advantages on being under the rules of HSGP – more/different things can be purchased.

6. **Citizen Corps Unspent Grant Funds**
There is approximately $10,000 left in the 2008 grant money to be spent by July 1, 2012. Mitch suggested focusing on the coastal communities – doing a needs assessment. At evacuation sites he can see a need for supplies such as blankets, medical supplies, paper, pens, clipboards, etc. Kelly Jo said that OEM would have to purchase them and distribute. Chuck asked Mitch to prepare a list of things and send it to Chuck. Dave said they bought a $2,500 trailer with emergency supplies in it. He will share a list, also, with what is included. Mitch asked if the SAC should focus on trailers or backpacks? That will be decided later.

Train the Trainer classes were mentioned. Kelly Jo said there isn’t time. Mitch said there has been a problem with the quality of classes given by trainers. Fred said that in Washington they are making a master trainer list and criteria on who can be a class attendee. Mitch will forward a list of ideas.

Erik said that cities need to be educated about what Citizen Corps can do. Stella said that she asks and then educates as needed. Collaboration is needed with locals and emergency managers. She has funding, but others suggested using alternative funding and using best practices.

7. **Good of the Order:** It was agreed that VIPS and Neighborhood Watch reps are needed on the SAC to better represent their programs. A new workplan is needed. It was suggested to perhaps have a longer meeting next time/working lunch.

Stella announced that the Fire Corps Conference will be held June 22-3 in Coos Bay and is free. Registration is required, though, at OVFA.org. She said to ignore the place it has a fee listed. There are going to be a lot of classes offered. Fred and Chuck are presenters.

Stella also said that on Sept. 21-22 there is going to be a Firefighter Challenge in Hermiston. A lot of help will be needed.

8. **Next Meeting:** June 13, 2012 11 am-2 pm. Meeting adjourned at 3:00.