LITTLETON VOLUNTEER CORPS CERT/MRC
BOARD MEETING MINUTES
Wednesday May 22, 2019

I. Board Members Attending- Alex McCurdy, Pat Natoli, Pete Sabettini, Crystal Jeffrey, Mike Hilton, Ron Thornton
   Also Attending- Boyd Potts, Tom Natoli, John Peachy, Maryann Peachy, Scott Konkle, John Gianetto, Roberta Ho

II. Meeting Called to Order- Director McCurdy called the meeting to order at 7:03pm at the Littleton Fire station.

III. Review of Previous Meetings Minutes- Previous meeting minutes where reviewed. Motion to accept minutes made by Pat and seconded by Mike. Motion passed unanimously.

IV. Discussion- LVC status and updates with Region 4A MRC –
   a. Roberta Ho, the coordinating manager for region 4A, spoke about the region being divided and reordered with the goal of making the region more cohesive.
   b. Patrick will be our contact for the North half of the region. He is looking to connect to discuss needs and solutions.
   c. Alex reviewed our history with Region 4 and outlined the problems we would like help solving.
      i. Failure of Mass Response
         1. MA response can only be accessed by an administrator, so we are unable to have a list of our members with an active CORI.
         2. We would like to have our members listed in MA response but haven’t been able to make that happen with some members for unknown reasons.
      ii. Issues with CORI checks
         1. The CORI cannot be shared between groups so we must complete two CORI’s one for the town and one for MA Response
         2. The CORI must be notarized.
         3. Roberta’s solution was to do a 1 time validation and submit the same paperwork to both the town and MA Response.
         4. After completing the CORI, it must be registered with MA Response in Boston, which can be done by submitting it to Patrick or Roberta. A SORI must also be submitted to MA Response.
      iii. Why should we participate in MA Response?
         1. In order to accept training opportunities outside of Littleton and be properly credentialed you must be in MA response.
         2. MA Response does not know that you are available unless you are fully in their system.
         3. Other groups are going around MA responses rules by having one person who is in the system relay the information to everyone else.
iv. Training Issues

1. We would like to see training opportunities expanded in our part of the region.
2. Roberta says they are rotating training locations through other districts. Framingham is currently the home of 4A and therefore the host of most trainings. They are working to expand.
3. Roberta suggested hosting trainings in Littleton with the “support” of MA Response
4. Support does not include monetary support. There is not currently a clear grant process. You can request specific supplies and Roberta can help us to “defend the need” but there is also no clear process for this.

v. Communication - Roberta addressed some of the communication problems and said they are being addressed with a newsletter and a new website to go live in September. Current website information is from January 2019.

V. Upcoming Events-

a. Harvard Burn- We will assist Rehab Team for Harvard during their live training burn. We will bring radios and safety gear. We will meet at the Harvard Fire Station at 8am.
   b. No Third Thursday for May due to lack of response.
   c. Bravehearts- We have 5 people currently signed up but need a few more. Crystal will send out a reminder email with doodle link.
    d. Littleton Road Race is in Sept. We have not assigned a coordinator yet.
    e. Annual Event- Set for the end of September. We will have a potluck or find sponsors. (Pete) Pat and Peachy will put together a budget.
    f. FD Open House has not been scheduled yet.

VI. Training-

a. June 26th- Bag Checks and Routine First Aid
b. July 10th Board Meeting
c. September 11th Board Meeting

VII. Strategic Planning- The Direction we go is important to keep people involved. This discussion is part 2 of an original planning discussion where we outlined objectives.

a. Strengthen relationship with police- Currently working on.
b. Develop better relationship with Nashoba BOH- Last year was better than previous years; We need to continue to work on this throughout the year.
c. Conduct risk assessment- Address with training, neighboring organizations can play a role in this.
d. Preparedness- Present preparedness to the community.
e. We should be planning core trainings that repeat every 1-2 years. Could involve community in this.
f. Fundraising and membership building. Fundraising may need to be part of our strategic planning as the resources that were once available to us are no longer. A part of this goal we
need to educate about our org. We should also be putting a report in the town report every year.

VIII. Adjournment- Pete motioned to adjourn at 9:05, Mike seconded. Motion passed unanimously.

Next Board Meeting will be Wednesday July 10, 2019

ALL MEMBERS ARE WELCOME AND ENCOURAGED TO ATTEND BOARD MEETINGS THROUGHOUT THE YEAR