

RACES March 20, 2013 @ 0800 hours

**APPROVED** Meeting Notes @ PECOC Building, 3434 E 22nd Street, Tucson, AZ 85713

**Attendance:** F.Brady-N0KWP, T.Brown-KF7SYU, D.Donnelly-KD7VDA, L. Donnelly-KF7CNR, J.Hand-OEM, M.LePree-K7PWG, L.Romero-OEM, C.Sternberg-KF7GPK, V.Thompson-KE7OLI,

**Review & Approval of January 23, February 06 and March 06, 2013 Meeting Minutes:** J.Hand called the meeting to order and asked the committee to review all draft minutes for January 23, February 06, and March 06, 2013 and asked for a motion to approve. V.Thompson and L.Donnelly stated a correction on March 6 meeting minutes in regards to a name misspelling. L.Romero stated that will be amended to reflect correct spelling. D.Donnelly made a motion to accept and seconded by V.Thompson. Motion passed unanimously.

### **Team Leader Report:**

**Hospital Report-** D.Donnelly stated he had a small operator error in the RMS Express program over the weekend but was able to correct it. D.Donnelly stated there were “two copy as” in the program one that copies in word format and the other in PDF and if the correct box is not checked the information entered is not readable. D.Donnelly stated the program works great and would like to use it more than once month. D.Donnelly also stated he would like to see an increase of trained members on the Hospital teams.

### **Actions Items:**

**Computer Image for Laptops:** J.Hand stated that T.Long has this completed.

**72-hour self-sufficiency-** J.Hand passed out a copy of a pre-deployment check list that listed several items needed for a volunteer to be self-sufficient for 72 hours. J.Hand stated that it is important to remember that if a volunteer agrees to be deployed they are financially responsible to supply/pay for all their personal needs (ie food, prescriptions, gas, food, water, sleeping, personal hygiene, ) for 72 hours and to make sure you check your deployment bag at least every 3 months to change batteries, food, etc. J.Hand stated he will forward a copy of this handout to T.Long to post on the website.

**Radio Room Equipment Procurement-**J.Hand stated that he needs measurements for the coax antenna jumpers needed for the new radio room and D.Donnelly stated this has already been completed and T.Long has the information. J.Hand stated he will contact T.Long.

**Old Radio Room (Level B)-** J.Hand stated he spoke with M.Hein and was told the radios don't have to be moved until mid-April. D.Donnelly stated it should only take a day to move them out with a few people to assist.

**HF Antenna-** J.Hand stated that he meet with M.Hein and P.Wilson in regards to the procurement list that were requested to correct the Antenna from sagging and J.Hand was asked if a simulation sag test could be done on the antenna before a work order is requested. J.Hand stated he has already spoken with B.Hickey and will coordinate a date/time for this simulation test to be done.

**CERT Symposium-** J.Hand stated he still needs to speak with J.Salcido in regards to his request to have RACES participation in this event. J.Hand stated he will coordinate a date with J.Salcido to attend an OEM/RACES meeting.

**TOAD/Warrior Training-** T.Brown stated there is future training ahead and will be posted on the website calendar.

**RACES Team Survey:** F.Brady stated the survey went out a few days ago.

**New Business:**

**OEM Plan of Action:** J.Hand stated that OEM has not received the membership list and will now move forward and begin validating that all current Amateur Radio Operator volunteers have completed the required ICS training classes (ie 100, 200, 700, 800), have signed all required Pima County volunteer forms, and are registered with Pima County Health Dept. state volunteer website (AZ-ESAR-VHP). J.Hand stated this corrective action is required to ensure that OEM has accountability for all their volunteers. J.Hand stated that once all requirements have been met and verified they will then be reissued a new radio volunteer operator badge that will reflect the new name "OEM Radio Group" J.Hand stated RACES will still be an active organization with OEM but the new group will allow more memberships and not preclude any other organization of the HAM community to be a volunteer with OEM. J.Hand stated that CERT/Citizen Corp has been notified to follow the same procedures as outlined above and is currently in the process of informing all there volunteers of the new policy and procedures set forth by OEM. J.Hand stated he most likely will begin disseminating the Pima County volunteer forms by the next meeting and intends to follow the same team training structure he has been discussing with the committee to all amateur radio operator volunteers.

T.Brown passed out the RACES hat on behalf of J.Christian.

Next meeting will take place on April 3, 2013.

**Meeting Adjourned at 0938 hours**