

CERT Battalions:



- We are NOT part of the Fire Department's (FD) Battalion system.
- CERT San Diego Battalions are loosely based on the GEOGRAPHIC organization of the FD's Battalions.
- Within each **CERT Battalion** is at least one CERT team.



Continuing Education:

- Classes, seminars, exercises/drills that cover topics **BEYOND THOSE IN THE CERT ACADEMY** (remedial level classes will not count)..
- They must be a minimum of two hours.
 - They must cover information that is within the scope of CERT's capabilities and will be realistically used by CERT members during a disaster.
 - If the Con Ed is conducted by someone other than San Diego Fire-Rescue, approval for credit is needed before attendance.
 - Con Eds are reported **EACH MONTH** to Team Leaders. If you do not report your participation to your Team Leader in the Month that the training took place, you will **NOT** receive credit.
- Individuals cannot use classes/seminars that are paid for by work or are mandatory for one's employment to cover these requirements.



Refresher:

- This is a specific type of drill or exercise.
- Topics and training is based strictly on the CERT Student Manual.
- Each refresher will be at least four hours and may involve classroom work and manipulative drills. This is meant to review and practice the skills taught in the academies.
- Team members must report their attendance to team leaders if they want to receive credit. This is required even if there is a sign-in sheet.
- All available training is posted on our Website (www.certsandiego.org).



The screenshot shows the CERT San Diego website with several key elements:

- Navigation Menu:** Includes links for 9-1-1 Information, Brush Management and Weed Abatement, CERT San Diego (with sub-links for Procedures/Resources and Photo Gallery), Citizen Complaint Inspections, Emergency Medical Services (EMS), Fire Inspections, Forms, High Rise Program, Knox Box Program, Permits, Policies, Record Searches/Incident Reports, and Victim Resources.
- How to Join CERT San Diego:** A central section with a red arrow pointing to it. It states that to join, one must live within the city limits of San Diego (including Chula Vista, Del Mar, Poway, or Imperial Beach) or be employed by a company with a physical business address in the City of San Diego. It also mentions signing up to be notified for academy dates.
- Frequently Asked Questions:** A section with a blue header and a 'Contact Information' box for Carrie DeMarco-Krzysz Program Manager, including phone and email details.
- Other Sections:** 'CERT Academy 29' information, 'Online Registration' details, and 'Useful Links' including Continuing Education Opportunities, SDFD Refreshers, Team Meetings, and Team Trainings/Activities.

Team Training/Meeting Sessions:

- This can be any team-building activity or gathering where members are given a chance to interact with each other and get to know their fellow team members and their communities.
- These are opportunities when veteran team members can welcome new academy graduates and bring them into the fold of the group.
- Team Leaders are responsible for tracking member attendance at such items and passing the information (electronically) to the CERT Battalion Liaison.



Each of the three types of training described above play a role in your DSW renewal, discussed here.

DSW Qualifications

- **IF YOU ARE A NEW GRADUATE:** You will need to attend **TWO TEAM MEETINGS** and **TWO CONTINUING EDUCATION** events to qualify for your DSW card.
 - **Of special note:** Due to OES regulations on the card, the first time you get your card, you **MUST** use the date that you take your oath. This means that if you graduate in March and wait six months to get your card, the expiration date on your card will be two years from the March date. You are encouraged to renew your card no sooner than two months before your expiration date.
 - **IF YOU ARE RENEWING YOUR CARD:** Once you receive your DSW card, you will have **TWO YEARS** to fulfill the following requirements: attend four team meetings, four continuing education events, and one refresher.
 - **Of special note:** If you allow your card to expire before completing these requirements, you will be asked to retake the academy before the DSW card will be reinstated.



CERT Flow of Communication



If you have a question about anything related to CERT, contact the person directly ABOVE you on this list. For example, if a Team Member has a question, he or she should contact their Team Leader. If a Team Leader has a question, he or she should contact their Battalion Liaison. If the Battalion Liaison is not able to resolve the problem or cannot take action, the Battalion Liaison will contact the Program Manager.

We use this system because it mirrors how communication flows within the Fire Department. And it will be the communication pattern you learned about in your Academy. We practice the way we play and the more chances you have to practice, the easier it will become.

Team Leader Responsibilities (The Short List)

Below is a short list of what you can expect from your team leaders. While they have several responsibilities, you too have a many responsibilities, in particular keeping track of your volunteer and training hours. Even if you turn them in to your team leader, we recommend that you keep your own in case there's a need to back-up something.

- Communicate with all team members through phone, email, team meetings
- Maintain an updated roster with all accurate address and information
- Organize monthly team meetings/trainings/gatherings
- Track your member's participation in abovementioned activities
- Maintain a log of all activities/email information provided by the CERT office or Battalion Liaisons (Using a spreadsheet in excel is an easy way to do this; it just takes consistency)
- Collaborate with CERT office and Battalion Liaisons on different tasks as they come up
- Research outside learning opportunities/speakers/resources, gather necessary information, and seek approval through CERT office for use as continuing education
- Share best-practices with fellow team members
- Coach and recruit new team leaders
- Consider term limits to keep leadership fresh and team members engaged

Your Liaisons & Team Leaders:

Lead Liaison

Gloria Applegate

Battalion 1

Team: Downtown

Battalion Liaison: Malcolm Gettmann

Team Leader: Steve Holman

Battalion 2

Teams: Mid City and North City

Battalion Liaison: Melissa Studds

Team Leader (Mid City): Gloria Applegate

Team Leaders (North City): Missy Studds and Kelly Witt

Battalion 3

Team: Beach

Battalion Liaison: Carie DeMarco

Team Leader: Mary Stiffler

Battalion 4:

Teams: Navajo and Tierrasanta

Battalion Liaison: Larry Goemann

Team Leader (Navajo): Kyle Thorstenson

Team Leader (Tierrasanta): Ed Langmaid

Battalion 5:

Teams: Carmel Valley, Mira Mesa, and North Coastal

Battalion Liaison: Gloria Applegate

Team Leader (Carmel Valley): Preston Drake

Team Leader (Mira Mesa): Steve Glass

Team Leader (North Coastal): David Hruska

Battalion 6:

Teams: Southbay and Southeast San Diego
Battalion Liaison: Chris Kwast
Team Leader (Southbay): Chris Kwast
Team Leader (Southeast SD): Rita Roberson

Battalion 7:

Teams: Rancho Bernardo, Rancho Penasquitos, and Scripps Ranch
Battalion Liaison: Carie DeMarco
Team Leaders (Rancho Bernardo): Roger Fraumann and Robin Kaufman
Team Leaders (Rancho Penasquitos): Bob Basinger and Mark Hill
Team Leader (Scripps Ranch): Dan Thompson

Administrative Liaisons

HAM Team
Mike Brown

Volunteer Hours Manager
(Position Unfilled)

Training Resources/Team Leader Mentor
(Position Unfilled)