

Communications Committee Minutes October 22, 2009

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In Attendance: Gary Carlson, George Cooke, Julie Guinane, Robin Kaufman, Bob Lear, Denise Mayes, Carol McCotter, Valerie Brown (recd secretary). District C not represented.

Meeting called to order at 3:30 PM. Gary presented the information on obtaining badges from the Storefront. Form to request badges to be completed by AC or DC. Photos can be taken the second Monday of every month, 6:30 PM, in the NHW office. The contact is Jeremy Dixon from HCW, jedi@san.rr.com. Roger Wolfe is the alternate contact, rwwolfe@sbcglobal.net.

Bob presented the following items from the August Comms meeting. The goals and mission statement for NHW needs to be sent out to the entire Comms committee (Gary will info the DC as well). Gary needs to screen ALL committee minutes before making them public on website; if there is possible conflict, he will get guidance from the Police Dept. Website will provide minutes in reverse sequence. Gary mentioned the need to get NHW information into the local papers (RB News Journal, RB Sun) on a quarterly basis. (Gary will rough something up and present it to Carol for editing and sent out for press release.) Robin suggested putting these articles in the community center newsletters as well; as many sources as possible.

RB Community Council Information was presented by Robin Kaufman. Robin offered the possibility of having a NHW report each month at Community Council, presented by herself or Carol. Public Safety Committee meeting on child predators. Tonight, City of SD Rescue-Fire Chief Jeff Bowman is speaking on “lack of progress” in fire safety as part of the 2-year anniversary.

Gary presented results from the ***NHW Call-em-All Emergency Exercise*** Monday. Summary report (145 calls, 92 people picked up, 43 with answering machine, 7 invalid numbers. All were identified). Need to educate NHW that callemall is voice-activated before the message will engage and if you hit #1 after it plays, it will repeat the message for the recipient. Denise mentioned the possible issue of Verizon’s voice mail using a “please enjoy the music” delay. One of the goals for the Comms committee will be to institute this with the ACs. If you need to add/subtract people (HOA presidents, DC, and AC), provide your corrections to Gary.

Website: George Cooke mentioned that not a lot has happened on the website. He needs the Comms Committee and DCs to send items ready for posting. Gary will designate an assistant to pre-screen items for posting. George only has the time now to update, not to “revamp” the website. Revamp items need to be sent to the Comms Committee. Needs a decision on where committee minutes are to be posted. He suggested we create an archive page and list in reverse chronological order. Consensus of the group was to add a column on the Homepage NAV bar for ‘Committees’ with all committees listed and then the minutes will be under that committee. Bob requested we maintain date of last update on each page of the website.

Action Items:

DC Training News Release – Carol and Gary will collaborate on this; plan would be to send something out at least quarterly. Gary solicited input and ideas from the group regarding article topics. George said he would post all press releases on the “NEWS” column of the NAV bar.

New Training Coordinator & NHW Handbook Deployment – Pat White has scaled back to her AC position; Gary requested everyone keep eyes open for someone with training or education skills who would fit this position. Gary emphasized that we must find representatives from each district to work on the training handbook by next week.

Volunteer Sign Up List Status (RB Alive) – Gary suggested each district contact those interested from the last two RB Alive events; encourage them to come on as a block captain, an assistant, or committee position.

DC & AC Recruitment – Gary suggested each DC and AC mentor an assistant for organization depth. Julie raised the issue of who the volunteer will contact if interested if there is no DC. Gary will have to be that contact.

Calendar:

NHW Biannual Recognition Party, February 2010 – typically on a Friday evening. Swim & Tennis Club held it last year; Gary suggested trying to hold it there again. Need an event coordinator (Denise Wolfe did it last year; Gary will ask Denise; then potentially Marla Cruz). Gary would like to see ***Emergency Preparedness Committee*** become more active in 2010. Leadership will be assessed.

Carol recommended everyone sign up for eWatch alerts. Storefront has a monthly incident crime report available, but Gary emphasized that it is VERY important that each District’s Crime Analyst maintain an overview for the year to support District leaders. Judy Bush is currently District A’s, but Gary will talk to Tim Dodge about getting involved again.

Meeting adjourned at 4:51 PM.