



**To: SCHMRT Members and Administrators**  
**From: Gerry Gray, Operations Director**  
**Date: Friday, April 23, 2010**  
**Subject: Administrator's Meeting Minutes**

*Members Present: Andy Reiling, Darin Quigley, Mike Paisley, Doug Wenham, Gerry Gray.*

On April 22, 2010 at 0930 hrs the SCHMRT Administrators convened at the SHU ECC meeting room for the quarterly meeting.

#### Team Update

Gerry Gray provided update on the team status and future goals and plans.

Gray provided an update on current and future training needs and plans.

Gray added that the re-write of the Admin and Operations manual should be completed soon and will be submitted to the Administrators for consideration and approval. Gray stated that there are no significant changes planned to both documents, however, they are in need of an update to bring them into alignment with current team practices and configuration.

#### Team Funding and Grants

Gerry Gray stated that cost-recovery efforts are underway for two SCHMRT activations: Siskiyou County UP Incident (May, 2009) and Owens Pharmaceutical facility (Feb, 2010).

Gray added that SCHMRT has been awarded two grants: one from Tehama County and one from Shasta County. Both of these will assist the team with the purchase of necessary equipment in the effort to be "typed" by CalEMA.

#### Round Table

Andy Reiling stated that the Trinity County responders can provide decontamination services to SCHMRT in Trinity County upon request. Darin Quigley Reiling stated that the Siskiyou County responders can provide decontamination services to SCHMRT in Siskiyou County upon request.

Meeting adjourned at 0955hrs.