



**Boxborough Emergency Reserve Corps (BERC)
Emergency Shelter planning AGENDA
Boxborough Fire Station
Monday January 6th, 2020
7:00 – 9:00 p.m.**



Agenda

We will meet at the Boxborough Fire Station training room and meet with Chief Fillebrown. Then we will walk over to the Blanchard school where we will meet with school facilities people for a walk-through of the school as part of our Emergency Shelter planning.

Updates - general

Organization updates

- Introduce Chief Paul Fillebrown, Fire Chief/Emergency Management Director

Event reports

Upcoming events

- **MRC Region 4a events** **Date** **Location**
 - To be emailed out as we are informed of new training events

Long-term planning (goals, events, etc.)

- Training events (local/regional) – All
 - Shelter walk-through/Drill – Blanchard
 - Discuss ideas for training events
- Shelter Plan – Review and update
- Membership recruiting planning/ideas All
- BERC shelter trailer – update inventory list/new volunteer orientation
- Local MRC training events – Littleton ICS 100/700 January 8th 7pm at the Littleton Fire Department

Other business

- Badges

Next Meeting

- TBD