



**NORTHAMPTON COUNTY  
CITIZEN CORPS COUNCIL  
MINUTES  
AUGUST 22, 2008**

The Northampton County Citizen Corps Council held their first meeting on Friday, August 22, 2008, at the Northampton County Emergency Management Services building, 100 Gracedale Avenue, Nazareth, Pennsylvania. The following were present: Tanya Light, Lehigh County Emergency Management Agency, Cordelia Miller, American Red Cross, Kelly Berk, COB-MRC, Julie Zumas, City of Bethlehem Health Bureau, Angel Gillette, Hazard Mitigation Disaster Recovery Manager for Northampton County, Robert F. Mateff, Sr. Director of Emergency Management Services for Northampton County and John Conklin, Director of Administration for Northampton County.

**I. Welcome and Introductions.**

Director Robert F. Mateff opened the meeting at 10:00AM with the introduction of members.

**II. Review and Approval of By-Laws.**

The By-Laws were reviewed and a motion was made for approval of the By-Laws by Cordelia Miller and seconded by Julie Zumas. All were in favor of the approval.

**III. Nomination and Election of Officers (Chair, Vice-Chair).**

A motion was made by Robert F. Mateff to nominate Angel Gillette as the Chair and was seconded by Julie Zumas. All were in favor of the nomination. A motion was made by Angel Gillette to nominate Julie Zumas as the Vice-Chair. Motion to elect Julie Zumas as Vice Chair was moved by Robert F. Mateff and seconded by Cordelia Miller. All were in favor of the nomination.

**IV. Review and Adoption of Strategic Plan.**

There was a general discussion on the review and adoption of the Strategic Plan prepared by Angel Gillette. Several ideas were discussed to promote increased membership. One way to accomplish this is to have various agencies/entities reach out to United Way, Senior Centers, DCED, Lehigh Valley Council of Churches, Met Ed, PP&L, CACLV and the COGS. A motion was made to adopt the Strategic Plan by Kelly Berk and seconded by Julie Zumas. All were in favor.

**V. Official Integration of City of Bethlehem MRC.**

A discussion was held regarding the official integration of the City of Bethlehem's Medical Reserve Corps which will incorporate 105 trained MRC volunteers into the newly established Citizen Corps Council for Northampton County and designate the NC Citizen Corps Council as the MRC's new advisory board. Angel Gillette motioned to

integrate the MRC officially. Kelly Berk seconded and all were in favor. Kelly Berk indicated that she will speak to the MRC's current advisory board about the integration and does not foresee any issues relating to the transition.

**VI. Discussion of Public Outreach Components.**

There was discussion on distribution of brochures and informative materials in township buildings and other events in Northampton County and also to broaden our contacts to the northern end of the County. It was mentioned to try and schedule meetings with the block watch groups.

**VII. Member Comment.**

All members felt the first meeting was very informative and many new suggestions were discussed.

**VIII. Adjourn.**

A motion was made by Tanya Light to adjourn the meeting at 11:00AM. The motion was seconded by Julie Zumas.