



# City of Livonia

Livonia Police Department  
&  
Livonia Fire Department

## Community Emergency Response Team (CERT) Program





# City of Livonia

## Department of Public Safety



### Community Emergency Response Team (CERT)

#### **Thank you for your interest in the new Livonia Community Emergency Response Team (CERT) program!**

We hope this information helps answer your questions regarding the new Livonia CERT program, how it will benefit the community, and what is involved in becoming a CERT volunteer.

#### ***What is CERT?***

The Community Emergency Response Team (CERT) program educates citizens about disaster preparedness for hazards that could impact our area, and trains them in basic disaster response skills. These skills include fire safety, light search and rescue, team organization, and disaster medical operations. Using this training, CERT members can assist others in their neighborhoods, or workplaces, following incidents when professional responders are not immediately available to help. CERT members also are encouraged to support emergency response agencies by taking a more active role in emergency preparedness projects in the community.

CERT is one of five organizations that operate under the Citizens Corps, the nationwide grass roots movement that encourages all Americans to help make their communities – and the nation – safer, stronger, and better prepared for all types of hazards and threats through active volunteerism.

#### ***Why should I take CERT training?***

Livonia's professional responders are well trained and prepared to handle everyday emergencies. However, large-scale emergencies or disasters could easily overwhelm Livonia's response capabilities, resulting in possible delays. The primary reason for CERT training is to give people the decision-making, organizational, and practical skills to help them provide immediate assistance to family members, neighbors, and co-workers until professional responders arrive. While many people will respond to those in need without any formal training, the goal of the CERT program is to train and organize our volunteers thoroughly. With this knowledge, they can assist effectively and efficiently – without placing themselves in unnecessary danger.

#### ***How will the CERT program benefit Livonia?***

CERT-trained citizens have a better understanding of potential threats to their home, workplace and community and can take the right steps to lessen the vulnerability of these hazards. If a disaster happens that overwhelms local response capabilities, CERT members can apply their training to give critical support to their families, neighbors or associates in the immediate area until help arrives. When help does arrive, CERT members provide useful information to responders, such as the location of victims and the severity of their injuries. CERT may then support the professional rescuers efforts at the disaster site.

For example, one CERT success story comes from events during hurricanes that took place in Florida. Local CERT members, along with members who traveled in from all parts of the country helped emergency management, fire department and police department personnel by assisting with evacuations, handling donations, preparing food for first responders, answering phones and a host of other tasks to assist the professional responders.

CERT members can also volunteer to assist with non-emergency projects that benefit the community. CERT members may be utilized to provide services at special events, such as the Livonia Spree, parades and sporting events. CERT members will also be expected to participate in continuing training and practical exercises.

#### ***What kind of training is required to be a CERT volunteer?***

To become a Livonia CERT member, you need to complete a 20 hour basic CERT training program. This program will be taught by professional emergency responders over the course of several days/sessions. During these sessions, you will learn basic emergency response techniques, including emergency medical/first aid, fire safety, search and rescue techniques, disaster psychology, and more (*see attached course schedule*).

***Who can take CERT training?***

Naturals for the training are participants of neighborhood watch programs, community organizations, communities of faith, school staff, workplace employees, scouting organization leaders and other group participants that come together regularly for a common purpose. Regardless of your background however, you are welcome to participate if you are a Livonia resident, or if you work in Livonia.

***I would like to take the training, but I'm not ready to serve as a full-fledged member. Is this possible?***

Yes. You are welcome to participate in the class for your own knowledge. At the conclusion of the class, you will have no further obligation.

***I have physical limitations. Can I still participate as a CERT volunteer?***

Yes. There are many jobs within a CERT for citizens who want to be involved and help. Following a disaster, CERT members are needed for documentation, comforting others, logistics, etc. Non-disaster related team activities might include keeping databases, developing a Website, planning activities, helping with special events and organizing exercises and activities. Not all CERT members will be utilized for all events.

During CERT classroom training, if one has a concern about doing a skill like lifting, just let your instructor know. You can learn from watching. We would like everyone who goes through this training to be an active participant – whether it is “hands on” involvement, or learning the techniques by careful observation.

***Are minors allowed to participate as CERT volunteers?***

Currently we do not have a student program. Until a student program is in place, we require all CERT members to be at least 18 years of age. For young persons interested in community service, the Livonia Police Department has an Explorer program for youths ages 15-21. Please contact the Livonia Police Department's Community Services at 734-466-2369 for additional information.

***Are there costs involved?***

There is no charge to register and attend the weekly classes. As a matter of fact, we encourage all residents to attend these classes to help them better understand how they (and their families, co-workers, etc.) can better prepare for emergencies.

***Who should I contact for more information on the Livonia CERT program?***

**Livonia Police Department-Community Services  
Volunteer Coordinator Cheryl Nadratowski  
15050 Farmington Road  
Livonia, MI 48154  
Tel: (734) 466-2371 / Fax: (734) 466-2117  
E-mail: [cheryl.nadratowski@livoniapd.com](mailto:cheryl.nadratowski@livoniapd.com)**

***I'm interested. What do I do next?***

Just complete the Application for Volunteer Participation form located in this packet and return it to the address listed on the form.

# City of Livonia CERT Training Summary of Training Subjects

All CERT members are required to complete 20 hours of basic CERT training.  
The session topics include:

Introduction/Disaster Preparedness

CERT Team Organization and Management

Fire safety

Disaster Medical Part 1

Disaster Medical Part 1

Disaster Psychology

Terrorism

Light Search and Rescue

Course Review

Practical Exercise



City of Livonia, Michigan  
Community Emergency Response Team (CERT)



Volunteer Application  
CERT Training Program

Complete and return to:

**Livonia Police Department**

Attn: Cheryl Nadratowski - Community Services  
15050 Farmington Road  
Livonia, MI 48154  
or Fax to (734) 466-2117 (be sure to fax both pages)

Name \_\_\_\_\_  
*First Full Middle Last*

Street Address \_\_\_\_\_  
*Apt. No.*

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone Home \_\_\_\_\_ Work \_\_\_\_\_ ext. \_\_\_\_\_

E-mail (required) \_\_\_\_\_ Fax \_\_\_\_\_

Drivers License No. \_\_\_\_\_ State \_\_\_\_\_ Date of Birth \_\_\_\_\_

Now Employed?  Yes  No *Company Name & City* \_\_\_\_\_  
 Retired

Your Profession / Job Title \_\_\_\_\_

Emergency Contact \_\_\_\_\_  
*Name (First & Last) Relationship*

\_\_\_\_\_ ext. \_\_\_\_\_  
*Emergency Contact Phone Number - Daytime Emergency Contact Phone Number - Evening*

Do you have any professional or prior volunteer experience in any of the following areas? (if so, describe briefly)

- Administration / Business \_\_\_\_\_
- Construction / Building \_\_\_\_\_
- Clergy \_\_\_\_\_
- Fire Service \_\_\_\_\_
- Law Enforcement \_\_\_\_\_
- Legal / Paralegal \_\_\_\_\_
- Marketing / Public Relations \_\_\_\_\_

Selections continued on back

Professional Experience *(continued)*

- Medical / Emergency Medical \_\_\_\_\_
- Military \_\_\_\_\_
- Psychology / Counseling \_\_\_\_\_
- Other *(describe briefly)* \_\_\_\_\_

Do you have other training or expertise you could utilize as a CERT team member? *(if so, describe briefly)*

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What type(s) of work would you be interested in performing as a CERT team member? *(describe briefly)*

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Do you have any health problems, disabilities or other circumstances that would prohibit you from fully performing the physical responsibilities of a CERT member? *(if so, describe briefly)*

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Typically, what day(s) of the week would you be most likely available to serve?

- Any day of the week       Typically weekdays (Mon – Fri)       Typically weekends (Sat – Sun)

On these days, I am typically available:

- Anytime       Daytime Hours       Nighttime Hours

Have you ever been a suspect, arrested, charged or convicted, for any misdemeanor or felony crimes? If so, please describe.  
*Note: A conviction of any offense will not necessarily eliminate you from consideration as a CERT member.*

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# Waiver and Release of Liability Agreement For the City of Livonia Community Emergency Response Team (CERT) Program

The undersigned, in consideration for acceptance, approval and participation in the City of Livonia's Community Emergency Response Team (CERT) program, does hereby agree to this consent, waiver and release of liability.

## **Acknowledgement and Assumption of Risk**

I recognize that the Community Emergency Response Team (CERT) program will involve physical activity and labor and may carry a risk of personal injury. I further recognize that there are natural disasters and man-made hazards, environmental conditions, diseases and other risks, which in combination with my actions can cause injury to me. I hereby agree to assume all risks, which may be associated with or may result from my participation in the CERT program. I am not aware of any physical or medical condition that would interfere with my ability to participate in the Livonia CERT program.

## **Waiver and Release of Liability.**

I agree to waive, release and discharge the City of Livonia, City departments, officers, employees, agents, sponsors, representatives, affiliates, directors, governors, volunteers, and employees (hereinafter referred to collectively as "Parties Released"), from any and all liability, claims, demands, actions, and causes of actions, whatsoever, for any personal injury, death or property damage arising out of my participation in this Program.

## **Consent**

I, the undersigned participant, am freely signing this agreement. I have read this agreement and fully understand that by signing it I am giving up legal rights and/or remedies, which may otherwise be available to me regarding any losses I may sustain as a result of my participation in the CERT program. I agree that if any portion of this agreement is held invalid, the remainder will continue in full legal force and effect.

\_\_\_\_\_  
Printed Name of Participant

\_\_\_\_\_  
Signature of Participant

\_\_\_\_\_  
Date

I further acknowledge that I may be photographed or filmed during the course of the CERT program. I grant full and unlimited permission to the City of Livonia and its agents and affiliates to use my name, photographs or any other record of participation in the Program in any broadcast, telecast or other account of the Program for publicity purposes, without compensation, by placing my initials here. \_\_\_\_\_

I agree and understand that any work I perform as a CERT member is provided on a **voluntary** basis, and that I do not expect payment or other compensation for performing any work. I also understand that a volunteer position does not constitute an employee-employer relationship with the City of Livonia, and that I serve at the discretion of the Director of Emergency Management and/or the Officer-In-Charge of the Livonia Police Department's Community Services Bureau. If I am currently a City employee, I know that any volunteer work to be performed is outside of my regular job classification, and is separate from any paid work responsibility/compensation.

I authorize investigation of all statements contained in this application and any supporting documents. I understand that a background check may be conducted, and release all parties from any liability arising from such investigation.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_