

**Volusia Community Organizations Active in Disaster (COAD)**  
**General Membership Meeting Summary – 18 March, 2015**

The meeting was called to order at 2:04 by Deanie Lowe, Co-Chairman.

Members present:

Brandon, Andrea	Brandon, Jerry	Bruno, Frank
Clark, Jessie	Crookston, LaDell	Ead, David
Greenberg, Warren	Heald, David	Howell, Charlie
Judge, Jim	Lewis, Danielle	Parkhurst, Ray
Troxler, Dave	Wassner, Bill	Wealand, Bill
Wilary, Loretta		

- After general introductions, Mrs. Lowe asked for Strike Team reports:
  - Jerry Brandon, Chairman of the Preparedness Strike Team:
    1. The team is in the process of writing a letter and a reply application to be mailed to HOAs, Manufactured Home Associations, and other professional and social organizations to participate in Map Your Neighborhood (MYN) and disaster preparation.
    2. We are still working toward involving the school system to increase awareness and provide practical solutions for homes and families by educating children and young adults about what can be done to be prepared before an event occurs.
    3. We are discussing having and sponsoring our second Disaster Preparation Expo. If anyone has thoughts and/or suggestions, please let me or a member of the Prep team know. We are also looking for people to help on the day of the Expo.

- David Heald, Chairman of the Response and Recovery Strike Team:
  - The R & R (Response and Recovery) Strike Team has been working on compiling a Resources List for use in the event of disaster. The list is of entities that may be able to provide goods, space or services following a disaster, declared or not.
  - We are developing a model Memorandum of Understanding (MOU) that will be used with facilities that could be Volunteer Reception Centers (VRC) throughout the county.
  - Members of the team are developing a VRC Plan that could be put into play when needed. Protocols are being implemented and job descriptions developed for staffing. Once complete, training of volunteers will be a high priority.
  - The Florida Baptist Disaster Relief training in Daytona Beach is on March 28, 2015 at 1<sup>st</sup> Baptist Church. Registration begins at 8:30 AM. There may be as many as 20 classes offered, and they encourage volunteers to cross train as their time and talents permit. As yet, there is no pre-registration necessary, but as the date draws nearer, they may offer it and do a background check. After the day of training, a Yellow Hat (their team colors are yellow shirts and hats) and an I.D. Badge will be issued attendees will be duly qualified to respond when/if asked by Florida Baptist Disaster Relief. You DON'T have to be a Baptist to train/volunteer. They don't need a declared emergency to respond.
  - Pat White has arranged for two training programs for COAD members: The G-288 – Local Volunteer and Donations Management and G-489 – Management of Spontaneous Volunteers in Disasters. Both are offered at the Volusia County Emergency Management Operations Center. Mr. Heald went on to explain each of the course contents.

- There was discussion of several seminars, workshops and tabletop exercises. Jim Judge, Volusia County Emergency Management Co-ordinator, volunteered to send out information on all of these classes.
- Mrs. Lowe next asked for a finance report from LaDell Crookston, COAD treasurer:

Profit and Loss Standard	
January 1 through March 18, 2015	
Ordinary Income/Expense Income	
Direct Public Support .....	<u>1,000.00</u>
Total Income .....	1,000.00
Expense	
Office Supplies .....	<u>25.67</u>
Total Expense .....	25.67
Net Ordinary Income .....	974.33
Other Income/Expense	
Government Expenses	
State Fees .....	61.25
Government Expense .....	<u>850.00</u>
Total Government Expenses .....	<u>911.25</u>
Net Income .....	<u>63.08</u>

- It was moved and seconded to accept the treasurer's report. Motion passed.

- Mr. Heald introduced our guest speaker, Rev. Dr. William Wassner, Pastor of the Port Orange United Church of Christ. Rev. Wassner gave an executive summary of a document developed for church disaster planning entitled, “Six Steps for Church Disaster Planning”.
  - In this type of planning, we must remember that it is not “if” something happens, but “when”.
  - Faith-based groups are often over-looked in lieu of municipal groups when an event occurs, yet they contain a large at-risk group.
  - This planning for disasters is critical because in Florida we are facing many different kinds of potential events: hurricanes, tornadoes, lightening, wild fires, flooding, and sinkholes.
  - The Six Steps Planning Guide does not duplicate the efforts of the American Red Cross or any government or private agency active in emergency assistance. Churches throughout Florida must work collaboratively with these agencies when preparing for a disaster and in bringing assistance to victims.
  - The six steps are:
    1. Understanding –
      - By definition a disaster is a hurricane, storm surge, drought, pestilence, fire, explosion, building collapse, transportation accident, or other situation that causes human suffering or creates human needs that the victims cannot alleviate without assistance.
      - A disaster is characterized by its
        - Direct effects on the physical environment.
        - Financial impact.
        - Type(s) of response necessary.
    2. Organizing –
      - Communication is critical.
      - The role of Volunteer Co-ordinator is crucial for collaboration with neighboring churches.

- It is necessary to keep the church community informed of the disaster planning effort.

### 3. Protecting People -

- Keep in mind that communication is key to protecting people.
- Create contact lists, a phone directory, or a phone chain.
- Use a one-call service.
- Use social media.
- Create and use a talent tank survey.
- Discover the wealth of assets within the total population of the target group.
- Analyze the facilities.
- Create an inventory of available supplies and equipment.
- Identify bi-lingual people.

### 4. Preserving Property –

- Analyze the facilities including layout and configurations.
- Compile an inventory and assessment of property, buildings, and physical contents.
- Document church activities.
- Conduct a hazards analysis of the church and community setting.
- Mr. Parkhurst noted that the Fire Department provides the free service of identifying problems in this step of the plan.

5. Preparing –

- Share the purpose, goals, and results of the total process with the membership.
- Encourage all households to have an emergency plan.
- Know where you can go for help:
  - City/County Office of Emergency Management
  - American Red Cross
  - FEMA
  - LTROs (Long Term Recovery Organizations)

6. Educate and Update –

- Be aware that this type of plan is a “Living Document” and that the task of being ready is a constant one.
- Keep in mind that preparation is critical and, if necessary, use the statement, “Isn’t it ironic how the inevitable is unmentioned until it is unavoidable!”

➤ Other points of discussion:

- One (1) call service – an automated phone call/message to the whole group that lasts approximately 45 seconds.
  - Ready-Rating.org – a free service by the Red Cross which has a 23 point scale to determine the level of readiness.
  - Grants.gov – a federal source for grants for 501 (c) (3) organizations.
- The meeting was adjourned at 3:24 PM.