



IDAHO VOLUNTARY ORGANIZATIONS ACTIVE IN DISASTER

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MEETING MINUTES

BHS, 4040 W Guard St, Bldg 600, Boise, ID

or Conference Call: 208-272-8905 passcode: 000000/Webinar

<https://connect.hsin.gov/r13823013/>

November 9, 2010

Welcome & Introductions

Wade Gayler

Wade welcomed everyone and initiated introductions.

In attendance:

George Abrahms - Teleconf

UMCOR

Jodie Andrew

American Red Cross

Dick Balnicky - Teleconf

FEMA Region X

Jay DeBoer - Teleconf

CRWRC

Russ Dunn - Teleconf

ARRL

Sharon Dufour

ARC

Wade Gayler

SBDR

Lisa Kauffman - Teleconf

HSUS

Ken Malgren

ARRL

Cherylyn Murphy

BHS

Jackie Roe

Membership Committee

Jerry Royster

HUD

John Stennett

Salvation Army

Stewart Wilder

ARC

September 2010 Meeting Minutes

Jodie Andrew

Wade presented the September meeting minutes. John Stennett moved to accept minutes as presented. Lisa Kauffman seconded. Minutes were approved.

An error was discovered after approval of the minutes. Wade moved to update the minutes to reflect correction of dates. The dues increase begins for the 2012 year. John Stennett seconded. Minutes were approved as corrected.

Treasurer's Report

Russ Dunn

\$8,066.34 beginning balance. \$7,015.39 ending balance. There are about \$500 outstanding to pay. Mike Lindstrom is our new Treasurer and will presenting the report in the future. Jodie Andrew moved to accept the report as stated and John Stennett seconded. Report was approved

Conference Overview

Wade Gayler

Wade asked for feedback from the conference.

Lisa – people enjoyed the hands on exercises. Having people who had actually orchestrated a response/recovery was helpful.

Dick – enjoyed the exercise between the local government and VOAD. It was interesting to listen to the

issues we were grappling with. Any time we address issues that we hadn't thought of before is helpful. Would like to see more of this type of exercise. Enjoyed the mix of having local and state emergency managers and VOAD members.

Russ – Thought it was interesting to hear about Alaska's disaster recovery and how the different groups played together.

George – Really liked the emphasis on long term recovery and showing the inter-relationships of all of the players during long term recovery.

Jodie- Enjoyed the exercise. Would like future exercises to be later in the scenario so more VOADs are involved in the exercise.

Wade – one of the highlights in the exercise was to hear the feedback from the emergency managers and the conversations about whether or not there should be a VOAD representative in the local EOCs. Some of those questions brought to his mind that those are things that we should look at closer and come up with better answers. Would the group be interested in looking at those issues in upcoming meetings this year? General feedback affirmed that this is a good idea.

Cherylyn – How are we going to manage being able to have a liaison in multiple county EOCs as well as the State EOC, who's responsibility is that and what would the VOADs like to see happen? What we talked about during the conference was finding people from VOAD to support liaison activities? At the conference, we discussed the difference between notification and activation. We will need to make sure that is spelled out in our plan. Notification is "this is what's going on, start thinking about what resources you have if we escalate" Activation is "This is what's going on, we need your help, what resources do you have to contribute?" Some agencies self-activate under other agreements with fire and local emergency management.

Wade-some people chose to get a hotel in town or stay other places during the conference. How do people feel about the location? Jerry said the only thing he doesn't like is that we have to clean up after ourselves. Jackie said that the feedback she heard is that some people didn't know housing was available so made offsite arrangements. Dick said the location is outstanding in all respects and would like to see our conference become a regional conference to include Washington and Oregon. Jodie, Wade, Cherylyn all commented that they like the location.

Cherylyn – at the conference we created a matrix of what functions each of our organizations do. Please review the matrix and make sure we accurately captured the activities your agency is involved in. Most people responded that they got something out of the process. The key is in the upper left corner of the matrix. This tool can be used by each of us to know what each agency does as well as for the emergency managers to know what we can/cannot do for them.

Staffing EOCs

Cherylyn Murphy

Do we want to establish some guidelines for how VOAD agencies are expected to work together during the disaster and manage the communications between the EOCs and the VOAD agencies? Jerry suggested talking to VOADs in other parts of the country to see what has worked for them in the past in larger, more spread out events. Wade said that in our population base we may have a hard time matching the activities of some of the other VOADs because we do not have as many active participants. Dick mentioned that IDAVOAD and Alaska VOAD both discussing the geographical issues. LEPC, CERT, other pools of people who can be trained to be the liaison for VOAD. George supported what Dick commented. He recently presented what a COAD is to the Citizen Corp in Portland and there was a lot of interest amongst that group in getting involved in COAD. Jerry said that the military has a program where if you are not mission essential, they will pull you out to train to do your day-to-day function with another group in the disaster.

There are 2 people identified right now that if they are not busy with their organization during the disaster they are prepared to be a liaison for VOAD. If there are people in your organization who would be willing to take on this role, please let Cherylyn know. Karen Burns from CAP is one of those new liaisons and she will

be attending a big training next week to learn more about how the EOC and the liaison functions work. She will be able to interact with the few other VOAD agencies that will be part of the exercise.

We need to decide when we are going to staff multiple EOCs and when we will only staff some. One thought is that if the County EOC is open and we are staffing the County EOC and the county asks the state to stand up, the VOAD liaison would transfer to the State EOC and could liaison for both by keeping the county EOC updated from their seat at the State EOC. Most of the counties are up on the state's WebEOC.

Jerry asked if we are looking for a liaison living in every county or if we are looking for a regional person? The county coordinators did ask if there could be a VOAD liaison for their EOCs but we have to identify people who are not already deeply involved in the disaster in each of the potentially remote locations. If we identified 10 people who could staff the State EOC we would have enough for multiple shifts. We don't have COADs in every county or region.

Washington has had liaisons come into the state EOC and it worked well for them. They set up a COAD in nearly every county in their state over the last few years and the COAD can provide the liaison for the EOC in their county. We do not have that many COADs and it is unlikely that we will be able to develop that many COADs. We currently have two COADs, one in the Magic Valley and one in North Idaho/Inland Northwest.

Every county has an LEPC which generally consist of fire, police, public works, government entities, and a handful of voluntary agencies. All of those participants are going to be responding to the disaster as opposed to serving as a liaison. We can do presentations to the LEPCs to encourage them to involve voluntary agencies/community agencies in their meetings and possibly combining an LEPC/COAD for their county.

We will be looking at our EOP over the next few months to make it stronger and include more guidelines that we can share with the counties so they know what they can expect from us. Wade will be presenting at the IEMA conference in February. A majority of the state's emergency managers are members of the IEMA and will hear our message. Wade can take some partnership applications to the meeting in case anyone wants to join.

We will be looking at trying to get to the elected official's conference this year as well to educate them on what VOAD is and get their buy in so they will be supportive of the emergency managers and LEPCs participating. A lot of our state's emergency managers are part time with as little as 8 hours per month. Between their limited hours and their limited funds for travel, it is challenging for them to attend our meetings.

IDAVOAD website

Cherylyn Murphy

Cherylyn demonstrated the new website look. Dean Page is with Southwest District Health and is our volunteer webmaster. There is an events calendar that we will populate with our meeting dates and any training, exercises, and activities. Our member agencies could post trainings that are relevant to the rest of the members.

Jerry suggested a link section to FEMA's independent study website along with a list of recommended trainings for VOAD agencies.

There is a COAD section where we need to add the brief information about the COAD and their point of contacts. The member tools section has links to our applications, our bylaws and emergency plans and more.

We now have a general IDAVOAD email address (info@idavoad.org) which sends a message to all members of the executive committee.

The Members Area is brand new. It is a password protected section of the website where VOAD members can access files and information that is not public. For example, our directory will be posted in this section. The information in the members' area is for official use only and is not to be distributed.

Membership Committee – We are trying to get other organizations who are not currently participating to join IDAVOAD and expand our capabilities. This includes new agencies as well as agencies we haven't seen in a while. They are always open to suggestions as to how to go about the outreach. Jackie Roe is the lead for Membership Committee and can be reached at jackier@ctcweb.net.

The 2011 dues is \$25 per year. The members did vote in to increase dues to \$50 per year beginning 2012. An error was found in the minutes. Please see the Minutes section of these notes for a new motion to correct.

The bylaws state that members attend a minimum of two meetings per year in order to maintain membership. This is important for staying in touch with what's happening and letting everyone else know what your capabilities are.

Future Meetings - Wade asked for an agency to present at our future meetings to let everyone else know their mission and capabilities. John suggested either the Food Bank or Humane Society. Cherylyn will contact the Food Bank about January presentation.

NDMS FCC Exercise – In July Dennis Olson did a presentation on National Disaster Medical System. If there was a large disaster in another area of the country and they did not have the ability to care for all of the patients, they would be transported to Federal Coordinating Centers around the country. Boise's VA is now an FCC. VOAD has been asked to coordinate support for people who may evacuate to the area through the FCC such as care givers, family members, and other evacuees who may get onto the same plane as the patients. Some of the support they need are: litter bearers, wheel chair support, providing comfort and support to patients while they are waiting for transport, feeding and watering at the patient reception centers and family care centers. The executive committee told Dennis that as VOAD we can put the information out to the VOAD agencies to coordinate as we would during a disaster. If he is looking for an actual MOU for specific help, he needs to secure that MOU with each of the individual agencies. He is working on an MOU with Red Cross for sheltering and will be looking at other agencies for other activities.

There is an exercise in May to evaluate their capabilities. Do we, as VOAD, want to participate in the exercise and what objectives do we want to meet with our participation. May 10th is an alert exercise that will not interfere with our meeting. On May 11th there will be an activation exercise and a functional training for agencies that will have a hands on role with patient reception. On May 12th there will be a full scale exercise that VOAD could participate in.

This is an opportunity for us to test our ISAWS usage and conference call abilities. Southern Baptist Convention and American Red Cross will provide feeding during the exercise. ARRL said they would like to help out with communications. Wade called for a motion to participate in a call-down during their exercise. John moved that we participate, Russ seconded. Motion approved. Cherylyn will let Dennis know that VOAD will participate and will let him know that ARRL would like to participate functionally.

FEMA – Dick reminded us that we have La Nina weather predicted for this year and expect unusually cold and wet weather. This will certainly affect western Washington and the Green River. FEMA and American Red Cross have entered into a new Memorandum of Agreement which emphasizes that FEMA and ARC are jointly responsible for Mass Care in the United States. It doesn't change ARC's role in any way but it does spell out more details on how they work together. The NVOAD conference, May 24th-26th, is going to be joint with FEMA's National ESF6 conference this year in Kansas.

ARRL- held Idaho simulated emergency test last week and were able to reach areas throughout the state and got response in several areas without internet or repeaters. Utah and Oregon were conducting their exercises at the same time so there was competition, but the tests were successful.

Lunch – Wade called out for someone to provide lunch at the January meeting. Cherylyn volunteered.

Adjourn

Wade thanked everyone for our commitment to the VOAD. IT truly does make a world of difference to impacted communities if agencies have communicated and collaborated ahead of time.

Dates to remember:

IDA VOAD Meeting Calendar:

Meeting Date	Meeting Time	Meeting Location	Meeting Topic
January 11, 2011	12:00pm – 2:00pm	HUD, 720 Park Blvd, Main Conference Room, Boise, ID	EOC representation/FEMA ESF6/RISC meetings
March 8, 2011	12:00pm – 2:00pm	BHS, 4040 W Guard St, Bldg 600, Boise, ID	Table top exercise
May 10, 2011	12:00pm – 2:00pm	BHS, 4040 W Guard St, Bldg 600, Boise, ID	Review EOP, NDMS Exercise
July 12, 2011	12:00pm – 2:00pm	BHS, 4040 W Guard St, Bldg 600, Boise, ID	Review by-laws
September 19, 2011		Camp IDA-Haven, McCall, ID	Conference, Elections
November 8, 2011	12:00pm – 2:00pm	BHS, 4040 W Guard St, Bldg 600, Boise, ID	