

COMMUNITY ALLIANCE OF SARASOTA COUNTY

Community Disaster Preparedness Committee

MEETING SUMMARY

April 29, 2005

COMMITTEE MEMBERS PRESENT:

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| Alex Young | United Way of Sarasota, Chair |
| Bob Carter | Senior Friendship Centers |
| Cathy Emmett | Senior Friendship Centers |
| Donna Dunio | American Red Cross |
| Dennis Stover | Volunteer Connections |
| Bryan Pope | Salvation Army—Sarasota Corps |
| Dr. Carrie Springer | Coastal Behavioral Healthcare, Inc. |
| Chris Stewart | First Step of Sarasota |
| Lois Natiello | DCF—Suncoast Region |
| Dr. Kay Glasser | Human Services Advisory Council |
| Miriam Lacher | Bayside Center – Sarasota Memorial Hospital |
| Bill Little | Sarasota County Health Department |
| Mike Bigner | Gulf Coast Community Foundation of Venice |
| Lee Johnson | Sarasota Family YMCA |
| Phil Gorelick | Jewish Family and Children’s Services |
| David J. Stone | Pastor, First Brethren Church |
| Pat Jaffe | Sarasota County Health Department |

COMMITTEE MEMBERS NOT PRESENT:

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| Alberto Suarez | United Way 2-1-1 of Manasota |
| Rev. Dr. Tom Pfaff | Goodwill Industries |
| Kim Kutch | DCF—Suncoast Region |
| Bob Berns | Voluntary Organizations Active in Disasters |
| Inaki Rezola | American Red Cross |
| Aleda Kleckauskas | Hospice of Southwest Florida |
| Marion Sortore | Florida Conference of the United Methodist Church |
| Stewart Stearns | Community Foundation of Sarasota County |

OTHERS PRESENT:

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| Harold Williams | Agency for Health Care Administration – Ft. Myers |
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Joan Haber
Jean Etsinger

Citizens with Disabilities Advisory Council
Citizen/Observer

STAFF PRESENT:

Chip Taylor
Jeanne Hodaian
Pauline Tracy
Cher McGuirk
Michael Theall
James Schulz
Dianne Shipley

Sarasota County Health and Human Services
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The Community Alliance's Community Disaster Preparedness Committee (**CDPC**) met on April 29, 2005 at the Community Foundation of Sarasota County (2635 Fruitville Rd. Sarasota) at 8:30 a.m. Alex Young, Committee Chair, welcomed the members and first-time participants introduced themselves. Jeanne Hodaian introduced the presenter – Cher McGuirk, Emergency Planning Consultant for Sarasota County Health and Human Services Business Center.

Presentation

Cher introduced the Disaster Plan Model hereto forth to be known as the *Human Services Annex*. This Annex will be a companion document to the Emergency Operations Plan (**EOP**) and through this plan to the county's comprehensive emergency management plan (**CEMP**). She stated that the development of this Annex will not require agencies to rewrite their existing disaster plans, unless they wish to adopt this format for there own internal disaster plans

It was explained that collaborating agencies will operate under the Human Services Annex in a hurricane response and recovery situation. Cher stated that the Human Services Annex will have an all hazards approach to preparedness, response, and recovery, although the current focus will be hurricanes and related climatic events since that is the major risk for our geographic area. The immediate need is to identify resource and coordination needs for this contingency in order to prepare for and respond appropriately, focusing on recovery and return to normalcy after the event for the target vulnerable populations.

Participants were provided a detailed annex format that will be used for the Human Services Annex. This format conforms to the required national and state EOP plan. Cher highlighted the seven sections of the Human Services Annex, describing where and how information gleaned from the subcommittees' work will be integrated into the Plan. Jeanne will be charged with writing the Annex, using the information from the subcommittees to develop the core sections of the plan.

Subcommittee Reports

After the presentation, the four subcommittee Chairs made their reports with regard to their first meeting.

Volunteer Coordination: Lois Natiello made the report for this subcommittee. Not all designated agency representatives were able to attend the first meeting, but progress was made in identifying key issues such as recruiting and training volunteers, certifying and/or credentialing volunteers, using the 2-1-1 system as an information and referral services. Communication was identified as the main challenge facing volunteer coordination and deployment. James Schulz (Sarasota County Human Services) explained that the county is currently looking for multiple locations within Sarasota County to serve as fixed-site Volunteer Reception Centers. Currently, four locations are being considered: Fruitville Library 100 Coburn Rd. (Sarasota); Twin Lakes Building, 6700 Clark Rd. (Sarasota); Woodmere Park, 3951 Woodmere Park Blvd. (Venice); and the North Port Library, 2801 Newton Blvd. (North Port). Pauline Tracy added that the subcommittee felt that the affiliated volunteers are in good shape in regards to their emergency management training and the group should focus on unaffiliated volunteers. Volunteer Connections is getting the word out to agencies that have volunteers who have not received training in disaster preparedness and encourage them to register those volunteers. In the next meeting the group will continue delineating the necessary information to address the set tasks. The next meeting is planned for Thursday, May 5, at the DCF-Suncoast Region office.

Elder Care: Cathy Emmett reported for this subcommittee. Six agency representatives were present (SFC, SMH, DCF, JFCS, and Hospice of Southwest Florida and SCHHSBC). Except for Jeanne and Cathy, all the agency representatives assigned to this subcommittee were new to the CDPC. Jeanne and Cathy spent the initial part of the meeting explaining the proposed initiative and the development of subcommittees to address specific needs and issues of vulnerable populations. During the process of answering the first question about agencies roles in last years' disaster events, the challenges and needs for the agencies and the vulnerable populations emerged as a by-product of this discussion. Cathy stated that the next meeting will continue the process and prioritize from what was identified at the first meeting. All agencies at the table have comprehensive written disaster plans and some with a multi-county focus. The next meeting is scheduled for May 5th at Noon at the Senior Friendship Centers – Dwyer Room in the Center for Healthy Aging.

Youth and Families At Risk: Lee Johnson, Chair for this subcommittee, explained that only three organizations were able to participate at the first meeting – YMCA, Human Services Center and DCF. Their initial discussion addressed how they dealt with sheltering in place for youth in residential settings, the problems of lockdown situations and medicines for kids, closing of agencies, and what agencies need to do to coordinate Communication is key. Database and registering volunteers identified as an important

need. All agencies have written disaster plans. The next subcommittee meeting is set for Monday, May 9, at 4 p.m. at the YMCA office.

Mental Health/Substance Abuse: Miriam Lacher, Chair for this subcommittee, reported that the seven-member subcommittee (Bayside, Coastal, JFCS, DCF, 1st Step, Hospice, and SCHHSBC) failed to find a time when more than two agencies could meet. It was decided to reschedule with members at the larger CDPC meeting. Thus, the first meeting of this subcommittee has been scheduled for May 3, at 2 p.m. at the Bayside Center. The American Red Cross was invited to participate and they will send a representative to the upcoming meeting.

Discussion

After the presentation, Bill Little reinforced the importance of the planning process and what we are attempting as a community to achieve. He encourages us to 'think about the 'return to normalcy' while we are identifying issues to be addressed and written in the Annex plan (i.e., the "deactivation" plan).

Most of the discussion centered around the subcommittee activities. Dr. Kay Glasser proposed that we pre-identify volunteers by approaching civic groups and clubs (e.g. Rotary Club) to solicit volunteers and then train and register these volunteers in order to building upon the base of affiliated volunteers to be accessed. She also suggested a pool of professionals (e.g. social workers, mental health professionals and others) to be called upon. In response to this suggestion, Pat Jaffe explained about the Medical Reserve Corps in Sarasota and their role in disaster response and recovery. Donna Dunio (American Red Cross) also explained the training, registering and credentialing processed used by the Red Cross that can be of support in this process.

Mental Health issues were discussed in some detail. Michael Theall reported that there are well-developed disaster preparedness plans that are available on-line that should be reviewed and incorporated into the plan rather than recreate the wheel. As a member of the Mental Health/Substance Abuse subcommittee, he will bring this information to the members to facilitate the planning process.

Jeanne Hodaian introduced the idea of adding a representative from the community of persons with disabilities and asked for feedback about a subcommittee fit to deal with this vulnerable group. After some group discussion around this issue, it was agreed that persons with disabilities fall within all subcommittee target populations and should be addressed by each subcommittee as a subset. It was suggested that Joan Haber, who attended this meeting and is a member of the Citizens with Disabilities Advisory Council, could serve as a resource persons for the CDPC and the subcommittee members. She can also help identify other persons who can also serve in this role and/or as CDPC members. Joan suggested organizing a 'town hall-type meeting' to get input from the disabled community. Jeanne will make a list of potential resource persons from the persons with disabilities community.

Announcements

Miriam Lacher informed the Committee that the Sarasota Memorial Hospital is working with the University of Miami's Disaster Epidemiology and Emergency Preparedness to bring a hospital-personnel specific training on *Behavioral Health Awareness Training (BHAT) for Terrorism and Disasters*. She will this send information to Committee members.

Chip Taylor clarified that there are currently three Behavioral Health Awareness Training opportunities being organized for Sarasota that are offered by the University of Miami's DEEP Center, with two separate curricula. One curriculum is appropriate for the general public, while the other focuses more specifically on hospitals and healthcare professionals. The second curriculum, targeting healthcare professionals is the training that Miriam is organizing for the regional hospitals and staff. The Community Foundation is sponsoring the BHAT training for Community Alliance and the public, scheduled for May 16th, and the Sarasota County Health and Human Services is sponsoring the same training for Department of Health and other county employees on June 6th.

Next Steps

Subcommittees will continue working on the tasks that set the stage for developing the Human Services Annex, with specific reference to Section III: Concept of Operations. (D) Emergency Management Roles and Responsibilities, 1. Preparedness sections a. – c., which provide guidance in ferreting out the organizational structure, matrix of responsibilities of each agency within the structure and the resources needed and available to address specific contingencies (e.g., hurricanes and related climatic events).

Ongoing review of components of the Human Services Annex as they are developed.

Training needs for agencies and staff designated to assume a leadership role implementing the coordination and communication procedures that will be outlined in the Human Services Annex Plan. The initial focus will be on roles and functions in the Expanded ESF-8 structure, with a planned orientation to the ESF-8 at the May 27th meeting in coordination with the Statewide Hurricane Preparedness Drill week (May 23 – 27th).

NEXT MEETING: May 13, 2005 at 8:30 a.m. at the Sarasota County Health and Human Services Business Center, 2200 Ringling Blvd., Sarasota 34237

