

COMMUNITY ALLIANCE OF SARASOTA COUNTY

Community Disaster Preparedness Committee

MEETING SUMMARY

August 22, 2005

COMMITTEE MEMBERS PRESENT:

Bill Little	Sarasota County Health Department
Carol Solomon	Southwest Florida American Red Cross
Dr. Carrie Springer	Coastal Behavioral Healthcare, Inc.
Chris Stewart	First Step of Sarasota
Miriam Lacher	Bayside Center – Sarasota Memorial Hospital
Mike Bigner	Gulf Coast Community Foundation of Venice
Kevin McKenney (for L. Johnson)	YMCA of Sarasota
Phil Gorelick	Jewish Family and Children's Services
Dr. Kay Glasser	Human Services Advisory Council
Lois Natiello	DCF—Suncoast Region
Dennis Stover	Friendship Volunteer Center
David Blehar (for C. Emmett)	Senior Friendship Centers
Harold Williams	Agency for Health Care Administration – Ft. Myers
Cindy Lehman	Agency for Health Care Administration
Michael Theall	Sarasota County Health and Human Services
Pat Jaffe	Medical Reserve Corps (SCHHS)
Pauline Tracy	Sarasota County Health and Human Services
David J. Stone	Pastor, First Brethren Church
Bob Berns	Voluntary Organizations Active in Disasters
Rev. Bruce Wismer	Pine Shores Presbyterian
Jamie Mahadeo	Sarasota County Health and Human Services

COMMITTEE MEMBERS NOT PRESENT:

Alex Young	United Way of Sarasota, Committee Chair
Stewart Stearns	Community Foundation of Sarasota County
Bob Carter	Senior Friendship Centers
Kim Kutch	DCF—Suncoast Region
Alberto Suarez	United Way 2-1-1 of Manasota
Inaki Rezola	Southwest Florida American Red Cross
Rev. Dr. Tom Pfaff	Goodwill Industries
Bryan Pope	Salvation Army—Sarasota Corps
Aleda Kleckauskas	Hospice of Southwest Florida
Marion Sortore	FL Conference of the United Methodist Church

Dianne Shipley
James Schulz

Sarasota County Health and Human Services
Sarasota County Health and Human Services

OTHERS PRESENT:

Bob Sullenberger
Tom Casey
Cindi Calk

Catholic Charities
Catholic Charities
Pinebrook Rehab and Nursing Center

STAFF PRESENT:

Chip Taylor
Jeanne Hodaian
Cher McGuirk
Nancy Deloach

Sarasota County Health and Human Services
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The Community Alliance's Community Disaster Preparedness Committee (**CDPC**) met on Monday, August 22, 2005 at the Health and Human Services Business Center (2200 Ringling Blvd.) at 8:30 a.m. Bill Little welcomed the members and introductions were made as several new individuals were present. Carol Solomon is replacing Donna Dunio as the primary American Red Cross member on the CDPC.

Strike Team/Task Force (Subcommittee) Updates

The regular Strike Team/Task Force updates were substituted by a formal presentation from the Volunteer Coordination Task Force, outlining their progress in planning volunteer coordination for disaster preparedness and response activities over the last four (4) months.

Presentation: Dennis Stover (Friendship Volunteer Center) made the formal PowerPoint presentation that highlighted the following: subcommittee/Task Force formation activities and outcomes; identification of four Volunteer Reception Centers (**VRC**) in collaboration with the County Human Services and Office of Emergency Management (**OEM**) representatives; initial recruitment and training of county and community volunteers designated to staff VRCs; revision to a disaster database (Access 2000) of 2,269 volunteers; identification of Task Force Leaders (from 3 collaborating agencies) to serve at the HHS Ops when activated for disaster response and recovery activities; development of an enhanced volunteer base and structure for all of Sarasota County through the conduct of outreach and recruitment programs; next steps – Task Force and/or the CDPC as a whole – may entail the expansion of volunteer recruitment and training in disaster preparedness and response, and the creation of an official VOAD (Voluntary Organizations Active in Disasters) for Sarasota County in concert with the current VOAD structure.

Dennis stated that the OEM has agreed to host a training of faith-based leaders who signed up as a result of the outreach activities. This training will be conducted at the Emergency Operations Center (EOC) sometime in September.

A short question and answer period followed the presentation. Cindi Calk (Pinebrook Rehabilitation and Nursing Center) suggested the need to tap into the local civic groups with large volunteer bases, such as the Jaycees. It was noted that this is a plan that is under consideration as we continue outreach activities into the local communities.

Strike Team Updates: As noted, no updates were requested. Strike Teams will make similar presentations to the larger group at the next planned CDPC meeting.

Discussion:

Bill Little and Jeanne Hodaian asked state agencies and/or those agencies that work in multiple counties to consider what process and methods will be used to communicate their HHS Ops activities with their regional and state headquarters, so ensuring a seamless cross regional and state coordination and communication system. Lois Natiello (DCF) stated that all disaster response activities are coordinated and communicated directly to and through the State headquarters; thus, DCF's HHS Ops activities would be communicated through their existing channels. Cindi Calk (Pinebrook Rehabilitation and Nursing Center) stated that a similar process already exists through the Agency for Health Care Administration (**AHCA**) for nursing homes, assisted living facilities and others under the ACHA umbrella. Jeanne also requested that Strike Teams and Task Force members meet and develop an inter-agency communication plan that will specify methods and process for communication during response and recovery activities if the Teams are activated by HHS Ops, linking with the communication and coordination system set up in the HHS Ops and EOC.

As part of the discussion about volunteer coordination and communication, Bob Sullenberger (Catholic Charities) described the ham radio network they have established for the Venice, Arcadia and Port Charlotte dioceses. It was stated that the Sarasota County Health Department is considering ham radios for the special needs shelters. Cher McGuirk added that SCHD is looking into the purchase of multiple 800 Mega Hertz hand held radios that will serve as one method to support communication between the HHS Ops, special needs shelters, the VRC's and some core medical and public health strike teams, the EOC and first responders. A final decision on the exact number of these radios and their designated locations is pending.

As a part of the discussion, it was noted that an important long-term strategy for the community disaster preparedness initiative is to build linkages with established volunteer networks with proven disaster recovery capacity, such as Catholic Charities and some other larger faith-based organizations. We are making these linkages now and will continue to build upon this. Bill Little suggested that disaster Assistance Centers, which are set-up post storm and modeled by the American Red Cross and Catholic Charities, offer another coordination opportunity. Assistance Centers provide

one-stop services for victims of disaster, linking them to FEMA and other local, state or national assistance programs. He stated that we need to identify ways to improve the coordination of our services with these Assistance Centers.

There was a discussion about the regional expansion of community preparedness activities. Bill Little and Pauline Tracy suggested the need to set-up dialogue with “*like agencies*” in surrounding counties. Bill suggested the possibility of developing a regional Mental Health meeting to share ideas. Bob Berns stated that faith-based organizations reach across counties and regions and could be enlisted to start dialogues within their networks. As a follow-up, Bob Sullenberger noted that Catholic Charities is active in ten counties offering an expansive network for coordination. Chip Taylor suggested that separate meetings be set up with each major target group with whom we may want to start a dialogue. This would be one of several strategies being discussed to export and/or expand disaster preparedness activities to neighboring counties.

The future direction of the Committee was discussed briefly. Bill Little noted that the role of the CDPC is evolving and may move toward an advisory and/or leadership role in community preparedness, thus becoming less of a work-driven Committee. He suggested that the CDPC members may want to consider meeting less frequently now that the major work activities are coming to a conclusion. Bi-monthly or quarterly timeframes were suggested. A final decision on a meeting schedule will be made once the initial phase of the preparedness planning has been completed. It was stated that the composition of the Committee may change over time, although maintaining a core membership associated with the Strike Teams and Task Force and their roles during a disaster. Mike Theall proposed that, as the CDPC evolves and expands, it may be appropriate to for Strike Teams and Task Force members to designate one person from their group to serve as the group representative and attend the CDPC meetings (or rotate attendance between their members). These representatives could then make reports to the other team members as needed.

Announcements

Cher McGuirk announced that she will be conducting training on the Strategic National Stockpile (SNS) – mass prophylaxis in the case of biological or chemical disasters. As a part of any mass incident response, volunteers are critical human resources. Cher invited members of the CDPC to attend the training, which is scheduled for August 30, from 10 – 11:30 a.m. in Room 226/Auditorium at the Health and Human Services Business Center (2200 Ringling Blvd.).

Mike Bigner (Gulf Coast Community Foundation of Venice) explained that their latest newsletter is out. This was sent to CDPC members via an email link. The newsletter includes information about the faith-based volunteer recruitment breakfast, which they sponsored in Venice. It also provides Internet links to a FEMA model disaster plan for businesses and another model disaster plan, which were provided to Gulf Coast Community Fdn. of Venice by Jeanne Hodaian and Lois Natiello (DCF). Mike explained

that many non-profit agencies and groups that receive funding from them do not have disaster plans for their agencies. Those agencies with disaster plans often do not update or practice their plans on a regular basis. GCCF of Venice encourages these agencies to develop disaster plans by accessing the available resources on their web site.

It was suggested that the FEMA model plan be posted on the County website as well.

Next Steps

Strike Teams/Task Force members will meet to discuss formalizing communication procedures between agencies, and prepare formal Strike Team Plan presentations at the next meeting.

Jeanne Hodaian (Committee Coordinator) will complete the draft Human Services Annex, which provides the general purpose, organization, structure and operations of the human services agencies in the HHS Ops, detailing standard operating procedures of the Strike Teams and Task Force. This includes agreed upon roles, responsibilities, and assets/resources available toward targeted disaster response and recovery and preparedness activities. The Annex will be provided to the group for feedback before being submitted as a formal Human Services Annex to the Emergency Operations Plan.

Identify and prepare a training plan and schedule for ongoing HHS Ops and community partner exercises for communication, coordination and response activities as outlined in the Human Services Annex operating guidelines and other training needs identified by collaborating agency partners.

NEXT MEETING: Friday, September 9, 8:30 a.m. at Sarasota County Health and Human Services Business Center (Room 226 – Auditorium), 2200 Ringling Blvd., Sarasota