

**Community Alliance of Sarasota County
Sarasota Community Organizations Active in Disaster (COAD)**

October 8, 2007 Meeting Summary

Present

Blandford, Vicki
Calkins, Susan
Day, Anna
DeLoach, Nancy
Dennis, Kerry
Dunio, Donna
Glasser, Kay
Gorelick, Phil
Griffin, Michael
Haynes, Dick
Hencye, Curtis
LaFlame, Cheryl
Levesque, Elaine
Little, Bill
McLeod, Erin
Metheny, Deborah
Miller, Anne
Natiello, Lois
Nieskes, Gary
Ourednik, Jennifer
Scully, Neil
Skivers, MJ
Smart, Kieran
Sortore, Marion
Stearns, Stewart
Steele, Tina
Stover, Dennis
Suarez, Alberto
Sullivan, Bill
Taylor, Chip
Taylor, Sheri
Tracy, Pauline
Wismer, Bruce

Agency/Organization

Tidewell Hospice and Palliative Care
Sarasota County Health and Human Services
Sarasota County Health and Human Services
Sarasota County Health and Human Services
Jewish Family and Children's Services
American Red Cross
Glasser/Schoenbaum Human Services Center
Jewish Family and Children's Services
Sarasota County Health and Human Services
Manatee County Emergency Management
Calvary Chapel Relief Ministry
Coastal Behavioral Healthcare
First Step of Sarasota
Sarasota County Health and Human Services
Senior Friendship Centers
Sarasota County School Board
Sarasota County Emergency Management
DCF – Suncoast Region
Lions Club International
Sarasota County Health and Human Services
Sarasota County Sheriff's Office
Tidewell Hospice and Palliative Care
Sarasota County Health and Human Services
Friendship Volunteer Center
Community Foundation of Sarasota County
Medical Reserve Corps
Friendship Volunteer Center
United Way 2-1-1 of Manasota
American Red Cross – DeSoto
Sarasota County Health and Human Services
United Way of Tampa Bay
Sarasota County Health and Human Services
Pine Shores Presbyterian

Staff Present

Poswiatowsky, Tammi

Agency/Organization

Sarasota County Health and Human Services

Stewart Stearns, Chairman, welcomed the group and thanked Bruce Wismer for sitting in for him last month. Self introductions were made. Minutes of the last meeting were presented to the group and approved as presented.

Community Alliance of Sarasota County
Sarasota Community Organizations Active in Disaster (COAD)

October 8, 2007 Meeting Summary

Citizen's Corps

Stewart Stearns introduced Anne Miller, Sarasota County Emergency Management. Her involvement with Citizen's Corps is via the Community Emergency Response Team (CERT) Program and the ESF 15 Volunteers and Donations. She explained that Emergency Management has been trying to get a Citizen's Corps up and running in the county for a long time. In the meantime, the Sarasota COAD has been formed which encompasses many of the duties of a Citizen's Corps Council. She provided a newsletter and a handout from Missouri regarding their Citizen's Corps.

Anne explained that the duties incumbent on the Sarasota COAD acting as a Citizen's Corps Council will be the same. Should there be a need for addressing other issues, they could be brought to the COAD as agenda items in their regular meetings. No additional work should come about because of this designation. Additionally, accepting the designation of Citizen's Corps will qualify Sarasota COAD to apply for grant funding.

Dick Haynes, Manatee County Emergency Management, explained that they have a Citizen's Corps Council established through United Way. They don't have the resources of Sarasota County or the collaborations evident in the Sarasota COAD, but are in any case eligible for additional grant funding by virtue of their Citizen's Corps designation.

Chip Taylor expressed his support of the Sarasota COAD accepting the designation as long as there is no additional work required of staff. If there is appreciable additional work required, perhaps the designation could be given to another agency with a strong cross-walk between it and COAD. Anne pointed out that, should the workload become too much, the Citizen's Corps could apply for grant-funded positions to take over the work load. Discussion ensued regarding the advantages and disadvantages of accepting the designation.

Chip moved and Marion Sortore seconded that the Sarasota COAD pursue the Citizen's Corps designation process. The motion passed unanimously. The details of this designation will be worked out by the COAD at a later date.

Medical Reserve Corps

Dr. Kieran Smart, Sarasota County Health Department Medical Director, stated that they are reconstituting the Medical Reserve Corps (MRC) within County Health Department operations. It will take on a new direction to focus on disaster management in the community, while the special needs shelters (SPNS) will be staffed with Health Department medical staff. In addition, the MRC will assist

**Community Alliance of Sarasota County
Sarasota Community Organizations Active in Disaster (COAD)**

October 8, 2007 Meeting Summary

with the Health Department's mobile medical unit and with ambulatory care projects. They are targeting the MRC to cover gaps in service within the Health Department that they cannot fill with paid staff.

Agency Continuity of Operations (COOP) Plans

Tammi Poswiatowski advised the group that she will be sending out an e-mail after this meeting requesting information on whether or not their agency has a Continuity of Operations Plan (COOP). In the response, she needs the contact person designated as responsible for that function.

Michael Griffin explained that a COOP is a plan that describes how you will provide critical services during and after a disaster. The plan needs to include what mandated services you will be providing and how that will be handled in disaster situations.

Coordinated Assistance Network (CAN) Update

Chip Taylor advised that the funding has been identified to invite VisionLink back for a two-day seminar for the benefit of the agencies who will be dealing with this software platform. Pauline Tracy has already sent out an e-mail to those agencies that need to be involved. She has yet to receive confirmation from all these agencies that they will be attending.

The VisionLink seminars will be held on November 6 and 7, all day. There will be a separate session on the 6th for HMIS and a session on the 7th for elder care. The remainder of the two days will be generic to all interested agencies.

COAD Action Plan

- ***Sharing Client Information***

This committee did not meet in September. There is no need for additional meetings until after the VisionLink Tapestry meetings have been held on November 6 & 7.

- ***Communications Plan***

An e-mail is circulating regarding a statewide system where all 800 mhz radios can talk to each other across county lines. At this point, it is only being studied. Michael Griffin will keep everyone updated on the status of this project.

**Community Alliance of Sarasota County
Sarasota Community Organizations Active in Disaster (COAD)**

October 8, 2007 Meeting Summary

- Public Awareness/Media

Diane Shipley is working with ESF 15 to develop public information messages regarding volunteers and donations.

- Vulnerable Populations

The committee has met and is working on a system to contact vulnerable populations. Ed McCrane and Marion Sortore are meeting with St. Jude's on 17th Street to discuss a presentation to the Hispanic community there.

- Volunteers/Donations

Dennis Stover referred committee members to the updated Action Plan handout where the numbers have been updated. He pointed out that the Community Foundation has awarded Friendship Volunteer Center a \$20,000 grant to maintain the services of Marion Sortore as the Disaster Volunteer Manager.

Just prior to this meeting, representatives of the Strike Team met with people from Lee, DeSoto, and Hillsborough Counties to share what has been happening in Sarasota County with regard to ESF 15 and the Sarasota COAD in general.

Marion Sortore reported that eleven counties participated in a FEMA Forms Training in Sarasota last week. The FEMA Representative explained how to fill out the forms and reviewed the entire service delivery model.

There is a small group that is working on the donations piece. More information will be provided as work ensues.

- Elder Care

Letters have been sent to local Adult Living Facilities (ALF) to establish a relationship with those who have not been a part of the planning process. Without this contact information, those ALFs would not know where to turn in the aftermath of a disaster.

They are currently seeking more opportunities to conduct outreach and education. They hope to get on the agenda of the next Florida Healthcare Administrators meeting.

**Community Alliance of Sarasota County
Sarasota Community Organizations Active in Disaster (COAD)**

October 8, 2007 Meeting Summary

- *Substance Abuse/Mental Health*

They are still in search of a leader. They hope to have co-leaders named soon.

- *Youth and Families*

No meeting was held in September.

September 7 Drill Debrief

Stewart Stearns referred the group to the handout provided and suggested that the committee choose five of the actions that need to be taken to be prioritized and concentrated on in the coming months. The group decided to address all 24 action items listed. Some of the general issues discussed included:

- FDENS communications issues – need to get everyone in the system correctly
- Need to involve more people from the strike teams
- E-mail communications was relied on heavily. Need to test other options if e-mail is not available.
- Need more training on EISMax
- Need a readily accessible chart of the ESFs and what they do for everyone
- There was a disconnect between Room 227 and Room 2001 with regard to communication
- Friendship Volunteer Center is working on updating the disaster database
- Need to stage a drill in south Sarasota County
- It was a real advantage that everyone knew each other – excellent teamwork

Recommended actions:

- Have each strike team analyze the After Action Report and include those items that pertain in their Action Plans
- Tammi will assign each task to a strike team for corrective action

Next Meeting

There will be no meeting in November.

**Community Alliance of Sarasota County
Sarasota Community Organizations Active in Disaster (COAD)**

October 8, 2007 Meeting Summary

The next meeting of the Sarasota Community Organizations Active in Disasters will be held on December 10 at 4:00 p.m. It will be held at the Senior Friendship Centers, 1888 Brother Geenen Way.