

Executive Committee Meeting #8

Monday, January 22, 2018
10:00 am-12:00 pm

American Red Cross
Room 1020A (First Floor Across from Elevators)
3747 Euclid Avenue
Cleveland, Ohio 44115

Notes

1. **Attendance:** Chief Johnny Brewington, Bob Horwatt, Sharon Nicastro, Serena Steele
2. **Approval of October 2017 Minutes**
 - Motion made by Bob Horwatt; seconded by Serena Steele. Motion approved.
2. **Membership Approvals**
 - Applications received from Geauga County Disaster Services (EMA), Hospice of the Western Reserve, and Strongsville Fire Department.
 - All applications approved.
 - Current membership is as follows:

American Red Cross	Hospice of the Western Reserve
ARES	LEAP
Bedford Heights Fire Department	Strongsville Fire Department
Cuyahoga County Board of DD	Team Rubicon
Cleveland Food Bank	The Salvation Army
Cleveland OEM	Tri Community CERT
Cuyahoga County Board of Health	United Way
Cuyahoga County OEM	VA Medical Center
Garfield Heights CERT	Veterans Service Commission
Gauga County Disaster Services (EMA)	Western Reserve Area Agency on Aging
Greater Cleveland Habitat for Humanity	Woodmere Village Fire Department

3. Training and Exercise Report

- OH197 Planning for Access and Functional Needs in Emergencies scheduled for May 16-17. Location to be determined.
- G205 Recovery from Disaster (2 days) [Post-meeting Note: This course unavailable.]
- G358 Evacuation and Re-entry Planning (12 hours) – Pending
- G393 Mitigation for Emergency Managers (21 hours) – Pending
- G366 Planning for the Needs of Children in Disasters – Pending
- Knowledge Center. We will need to determine which COAD members still need training.
- FBO Workshops are being designed.
- SKYWARN will be at the Independence Civic Center on the evening of April 19, 2018.
- Tornado Awareness training will be April 26 at the American Red Cross.
- Critical Infrastructure Security and Resilience will be July 25, 2018.
- Sports Event Risk Management will be August 2-3, 2018.
- Disaster Management for Public Services will be August 16-17, 2018
- Multiple EOC and ICS courses have been scheduled.

4. Committee, Subcommittee, Working Group Reports

- See December 31, 2018, *COAD Connect* for progress of each committee, subcommittee, and working group.
- Reviewed the function chart. The Functional Needs, Animals, and FBO Subcommittees are in progress. The Volunteer Subcommittee has been activated to coordinate the NDMS exercise but a meeting of voluntary organizations has not been scheduled yet. The Emotional and Spiritual Care Subcommittee is pending. The Evacuation/Re-entry/Reunification Subcommittee will convene after the G358 class.
- The Human Services Committee must convene shortly to develop the short/long-term recovery group, which will be predominantly a case management system. Noelle Tsevdos of the County Board of DD provided Sharon Nicastro with information on how she could contact local government agencies to coordinate case management. Sharon will write an executive summary before requesting a meeting with agency executives.
- Chief Brewington mentioned that public safety agencies have chaplains that might be able to assist with emotional/spiritual care.

5. Strategic Plan for 2018

- The Executive Committee concluded that the 2017 Strategic Plan can be continued to 2018 with the addition of the *COAD Connect* to the Communication Plan.

6. Bylaws Proposed Amendments

- Bylaws are amended at the annual meeting in November. We can begin consideration of the following possible amendments.
 - Eliminate the annual renewal application and replace it with a statement by each member of their intention to continue participation.
 - Without a formal membership renewal process, the Membership Officer can also be eliminated.
 - The Training Officer can transition to the Training & Exercise Chair.
 - We can eliminate reference to special meetings because general meetings can be scheduled as needed.

7. Other Business

- No other business was raised.

8. Next Steps

- Not discussed.

9. Next Meeting

- 2018 meetings were scheduled as follows.
 - Monday, April 16
 - Monday, July 16
 - Monday, October 15
- Additional meetings will be scheduled if needed. Scheduled meetings will be cancelled in the absence of business to transact.