

**Warming and Cooling Center Working Group
Meeting #1 (Rescheduled)**

**Tuesday, February 7, 2017
10:00a-12:00p
Independence Public Library
6361 Selig Blvd.
Independence, Ohio 44131**

Notes

1. Attendance

Chief Johnny Brewington	Woodmere Village Fire Department
Dennis Kucler	Westshore CERT
Martha Love	United Way
Meg Martines	City of South Euclid
Sharon Nicastro	COAD
Alex Pellom	Cleveland Office of Emergency Management
Sheila Roman	Garfield Heights CERT
Karen Seidman	County Board of Health
Serena Steele	County Office of Emergency Management
Jason White	The Salvation Army
Rick Whitehead	Tri Community CERT

2. COAD and Working Group Overview

Sharon Nicastro gave a brief presentation about COAD’s mission, values, and structure. The Warming and Cooling Center Working Group is part of the Mass Care Committee. The Working Group’s purpose is to create a checklist for the operation of warming and cooling centers. The Working Group will disband at the conclusion of its project, and maintenance of the checklist will be the responsibility of the Mass Care Committee.

3. Discussion of Expanded Concept

The Western Region Homeland Security Advisory Council in Massachusetts has a plan for Emergency Rest Centers that expands the Warming and Cooling Center concept to include medical/emotional support, points of distribution, and evacuation centers. The group discussed whether our plan should include that expanded concept. The decision was to limit our project to warming and cooling centers to include charging stations and incident information dissemination. Medical/emotional support, points of distribution, and evacuation centers will be dealt with separately. The WRHSAC documents can still be used as reference.

4. Main Points from Western Region Homeland Security Advisory Council *Guide*

Sharon Nicastro reviewed the main points of the WRHSAC *Guide*, which assisted the group in determining the scope of its project. The group's checklist will include an explanation of how it can be adapted to any jurisdiction.

5. Point-by-point Discussion of WRHSAC Center Standard Operating Guidelines

The group went through the WRHSAC SOGs point-by-point to determine the items that would be applicable to Cuyahoga County and the scope of our project. Points elicited by discussion:

- The checklist will be attached to the County Emergency Operations Plan.
- Add item about registered sex offenders at centers.
- Add item about security at centers.
- Add coordination with County Emergency Operation Center for ordering of additional resources.
- Eliminate the Public Information Officer from the list of personnel.
- Add custodians to the list of personnel.

6. Next Steps

Group members should email any additional comments and questions to Sharon Nicastro who will draft a checklist and e-mail it to group members for review before the next meeting.

7. Next Meeting

Tuesday, March 7, 2017
10:00a-12:00p
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