



**Cuyahoga County
Voluntary Organizations
Active in Disaster**

COOPERATION | COMMUNICATION | COORDINATION | COLLABORATION

Meeting #5

Wednesday, April 27, 2016
2:00 pm to 4:00 pm

American Red Cross
Myers Conference Room
3747 Euclid Avenue
Cleveland, Ohio 44115

Notes

1. Attendance:

Dan Basta	County Children and Family Services
Andrea Bishop	County Center for Health Affairs
Mark Chimo	County Job and Family Services
Dana Cook	Hunger Network
Maria Daniels	County Senior and Adult Services
Sarah Fanger	Restoration Express
Beau Hill	Salvation Army
Melanie Hogan	LEAP
Rebecca Hysing	County Board of Health
Todd Milner	United Way
Sharon Nicastro	Citizen Corps
Karen Seidman	Access and Functional Needs
Peggy Sobul	Habitat for Humanity
Serena Steele	County Office of Emergency Management
Dell Whitaker	Western Reserve Area Agency on Aging
Jason White	Salvation Army

2. Call to Order/Determination of Quorum

- A quorum was present.

3. Approval of Minutes

- March meeting minutes were approved without change.

4. Executive Committee Report

- Serena Steele is working to establish a COAD webpage on the County website. We would like to add each member's logo and website link. Sharon Nicastro will send a form for granting permission.
- The Committee discussed the change to the Bylaws that would create two categories of membership – voting and non-voting. Non-voting would pertain to businesses. Ohio VOAD has a non-voting category, but it pertains to government agencies. If COAD conforms to Ohio VOAD's Bylaws, 40% of our membership would not be able to vote.
- The Committee recommended that the Bylaws not be revised and that all members should be voting members.
- The membership voted unanimously to retain the current Bylaws.



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5. Membership Officer Report/Membership Approvals

- Restoration Express was the only applicant.
- Sarah Fanger from Restoration Express spoke about her company and her reason for joining COAD. Often her clients need recovery services that Restoration Express does not provide. She would like to network with the recovery community in order to provide referrals for her clients.
- Restoration Express was unanimously accepted as a COAD member.

6. Training Officer Report

- The Public/Private Partnership (OP3) Northern Conference will be held on Tuesday, May 17, 2016, at Middleburg Heights Community Center from 8:45 am to 3:00 pm. All members are encouraged to attend as OP3 pertains directly to the COAD mission. Register at https://docs.google.com/forms/d/10GwxBpjFGB0sId14Zug0kJaIblWauIGTubatgThkd18/viewform?c=0&w=1&usp=mail_form_link.
- The County Office of Emergency Management is sponsoring the G290/291 Public Information Officer course at Independence Fire Department on June 1-3, 2016. To register go to <https://trainingcampus.dps.ohio.gov/cm/cm710/pstc/pstc.html>.
- Because members are finding it difficult to complete online NIMS/ICS training, the courses will be offered in person during regularly-scheduled COAD meetings. Members can then take the online exam and receive a certificate.

7. Worst-Case Scenario

- The group participated in discussion about how their organizations would respond to a flood incident that affected the whole County. Further discussion will be required to determine roles and responsibilities of each organization. We are working toward a memorandum of understanding with each member.

8. Next Steps

- The Executive Committee will begin working on a strategic plan for COAD.

9. Next Meeting

- Although attendance at COAD meetings has been good, it is difficult get meetings on members' calendars when they are scheduled month to month. We would like to have a regular meeting date that can be automatically blocked out. The Executive Committee proposed the third Thursday of the month, but that did not work for many members. The membership settled on the fourth Tuesday. We will see how this works.
- The Executive Committee meeting will be 9:00a-10:00a, and the Regular meeting will be 10:00a-12:00p. All are welcome to attend the Executive Committee meeting.

10. Adjournment