

Meeting #8

Wednesday, September 14, 2016
10:00 am to 12:00 pm

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

Notes

Attendance

Mark Chimo	Cuyahoga County Job and Family Services
Sarah Fanger	Restoration Express
Tom Gaghan	Cleveland Furniture Bank
Rebecca Hysing	Cuyahoga County Board of Health
Jody Kowalski	Cuyahoga County Board of Developmental Disabilities
Adam Griffith	Cuyahoga County Office of Emergency Management
Sharon Nicastro	COAD
Donna Prease	LEAP
Peggy Sobul	Habitat for Humanity
Serena Steele	Cuyahoga County Office of Emergency Management

1. Call to Order at 10:00 a.m./Roll Call/Determination of Quorum

- A quorum was not present.

2. Approval of May and July Minutes

- Deferred until a quorum is available

3. Executive Committee Report

- Only a few permission forms for use of logo and links have been submitted. Members were asked to submit their forms so the COAD webpage can be enhanced.
- Members discussed a proposal to have two membership categories: Voting members and Network members. Voting members would fully participate in meetings, trainings, and committees and would vote on policies and procedures. Network members would not be obligated to attend meetings, trainings, and committees and would not vote on policies and procedures. Network members would receive communications for situational awareness and would participate at a level of their choice. These categories would allow COAD to have a base membership that would allow us to have a quorum at meetings. Suggestions were made to meet by conference call and vote by e-mail. Sharon Nicastro will investigate if COAD

is subject to the Ohio Open Meetings Act, in which case conference calls and e-mail voting would not be allowed. Members agreed to this proposal in principle. The Executive Committee will discuss details and present them to the membership at the next meeting.

- Future meetings will focus on Committees and Sub-committees. Regular meetings will be held less frequently (one or twice a year or as needed). Members reviewed the proposed committees: Mass Care (Animals Sub-Committee), Emergency Assistance, Access and Functional Needs, Volunteers, Donations, and Recovery. Chairs for these committees will be sought.
- The Animals Sub-Committee held its first meeting and successfully completed the introductory portion of the animal annex to the County Emergency Operations Plan. The next meeting will be on Monday, October 17, 2016, from 10:00 am to 12:00 pm at the Northeast Ohio Regional Sewer District.

4. Membership Report

Three applications for membership have been received and will be reviewed at the next Executive Committee meeting:

- Garfield Heights CERT
- Woodmere Village Fire Department
- Tri Community CERT

5. Training Report

- Sharon Nicastro asked that members inform her when they have completed the recommended trainings so fulfillment of COAD's training objective can be documented.
- Serena Steele reminded members of the social media courses that are being offered by the Cuyahoga County Office of Emergency Management. An e-mail with registration information will be sent.
- Members reviewed the IS-700 Introduction to NIMS course.

6. Next Meeting

- To be determined

7. Adjournment