



**Cuyahoga County  
Voluntary Organizations  
Active in Disaster**

COOPERATION | COMMUNICATION | COORDINATION | COLLABORATION

**Functional Needs Sub-Committee Meeting #1**

Wednesday, September 27, 2017  
9:00 am to 11:00 am

Northeast Ohio Regional Sewer District  
4747 E. 49th Street  
Cuyahoga Heights, Ohio 44125

**Agenda**

**1. Attendance:**

Kathleen Biddlestone	County Board of DD
Chief Johnny Brewington	Woodmere Village Fire Department
Mark Cline	American Red Cross
Kevin Friis	County Office of Emergency Management
Rebecca Hysing	County Board of Health
Patricia Kiefer	VA Medical Center Spinal Cord Injury CNS
Jody Kowalski	County Board of DD
Courtney Lowe	Western Reserve Area Agency on Aging
Sharon Nicastro	COAD
Bob Plona	Hospice of the Western Reserve
Donna Prease	LEAP
Karen Seidman	County Board of Health
Serena Steele	County Office of Emergency Management
Noelle Tsevdos	County Board of DD
Rick Whitehead	Tri Community CERT
Julie Whiting	Ohio EMA

**2. COAD Overview**

Sharon Nicastro provided basic information about COAD for the benefit of attendees who have not yet attended a COAD meeting. Highlights:

- COAD stands for Community Organizations Active in Disaster
- Cuyahoga County COAD is an extension of Ohio VOAD (Voluntary Organizations Active in Disaster) and National VOAD.
- Members can be any organization that can contribute to disaster preparedness, response, or recovery. Possibilities are government agencies, non-profit organizations, community organizations, faith-based organizations, educational institutions, businesses, and foundations.

- The mission of Cuyahoga County COAD is: COAD will convene community entities to identify and increase capabilities, encourage training, share information, and integrate resources into an efficient and effective disaster preparedness/mitigation, response, and recovery system.
- The Cuyahoga County COAD website is <http://ja.cuyahogacounty.us/en-US/coad.aspx>.
- COAD values are Cooperation, Communication, Coordination, and Collaboration.
- COAD structure is based on emergency management phases and functions. See attached chart.

### **3. Subcommittee Purpose**

To network organizations that can assist individuals with functional needs to prepare for, respond to, and recover from disasters by sharing information, planning, training, exercising, and integrating into the emergency management system.

### **4. Definition of Disabilities – CMIST Model**

- Karen Seidman presented definitions of disabilities and access and functional needs.
- The ADA definition of disabilities is “an individual with a disability is a person who has a physical or mental impairment that substantially limits one or more major life activities that an average person can perform with little or no difficulty, or has a record of such impairment, or is regarded as having such impairment.
- The CMIST Model created by June Isaacson Kailes describes access and functional needs: C = Communication; M = Maintaining Health; I = Independence; S = Safety, Support Services, and Self-Determination; T = Transportation

### **5. Preparedness**

The Subcommittee will also focus on individual preparedness of the employees, volunteers, and clients of the membership as well as continuity of operations planning.

### **6. Emergency Management**

In order to integrate into the emergency management system, members will learn about emergency management principles, the National Preparedness Goal, Threat and Hazard Identification and Risk Assessment, National Incident Management System, and National Planning Frameworks.

### **7. Planning Guidelines**

Planning for functional needs has a broad scope. Some planning tools that might make it more manageable are provided by the U.S. Department of Health and Human Services, Assistant Secretary for Preparedness and Response, TRACIE (Technical Resources, Assistance Center, and Information Exchange) located at <https://asprtracie.hhs.gov/technical-resources>.

## 8. Networking

So we do not overlook ideas or resources, we need to involve all organizations that can play a role in supporting individuals with functional needs. Sharon asked all attendees to invite organizations in their sphere of influence to the next meeting. Identification of relevant organizations will be an ongoing objective of the Subcommittee.

## 9. Training and Exercises

The *OH197 Planning for Access and Functional Needs in Emergencies* course that was scheduled for October 26-27 needs to be postponed until the instructor becomes available. The instructor is a FEMA reservist who is on mandatory deployment. The course will probably be rescheduled for some time in 2018.

A temporary alternative might be a FEMA Independent Study course entitled *IS-368 Including People with Disabilities and Others with Access and Functional Needs in Disaster Operations*. It is available at <https://training.fema.gov/is/courseoverview.aspx?code=IS-368>.

To receive credit for FEMA Independent Study courses, you must have a FEMA Student Identification Number. You can secure the number at <https://cdp.dhs.gov/FEMASID/>.

Identification of training opportunities will be an ongoing objective of the Subcommittee. Serena Steele, COAD's Training Officer, will keep us informed of opportunities.

The Subcommittee will monitor the exercises being conducted in the County through the Multi-Year Training and Exercise Plan and seek to incorporate individuals with functional needs into those exercises, both as planners and participants. Participation of these individuals will not only test the effectiveness of the plans for the whole community but will also give the individuals a good idea of what they might expect in a real-life emergency.

## 10. Next Steps

Sharon reviewed a draft of Subcommittee goals and objectives based on a checklist compiled by June Isaacson Kailes, a national subject matter expert in functional needs. A copy of the goals and objectives are attached along with original checklist for your consideration. At the next meeting we will review/revise the goals and objectives and set priorities.

## 11. Next Meeting

**Date:** Monday, October 30, 2017  
**Time:** 10:00 am to 12:00 pm  
**Place:** American Red Cross  
Myers North Conference Room  
3747 Euclid Avenue  
Cleveland 44115