Kansas City Regional COAD

# Meeting Minutes

# June 13th, 2018

## Opening

The regular meeting of the Kansas City Regional COAD was called to order at 1:30 PM on June 13th, 2018 at KCMO EOC, 635 Woodland, Kansas City, MO 64106 by Past Chair Gary Thurman.

**Present**

Mike Bellinger Amateur Radio Emergency Service

Gloria Brandenburg SEMA DPS MO

James Connelly KCMO EOC

Laura Dominik Heart to Heart International

Jennifer Fales KCMO EOC

Richard Fretwell Jackson County ARES

Charles Gerhart ACSDR

Dominic Italiano Olathe CERT

Kristen Womack United Way 211

Gary Thurman KCR COAD

Glenn McCary COR

Michael O’Neal Platte County Sheriff/EM

Sara Shirk MARC

Lorie Snyder KCMO Health

Jacob Lafferty Platte County Sherriff

Robert Vancrum Church of Resurrection (COR)

Dennis Branson FEMA RVII VAL

**Agenda**

1. Opening Gary Thurman
	1. Gary opened the meeting at 1:30pm. James requested to speak and welcomed everyone to the KCMO EOC as well as offered to provide a tour after the meeting to all who were interested.
2. Approval of last meeting’s minutes Kristen Womack
3. Treasurer’s Report Gary Thurman
	1. New Treasurer is Megan Lynch. Account information was transferred to her and Diane Fodness.
	2. Will be getting a debit card to use for the account and setup online banking.
	3. Official balance could not be provided at the meeting and will be provided at the next meeting. Recent expenses included annual fee for website was paid.
	4. There were fees being charged due to bank account being “dormant” and for paper statements being sent. Gary worked with the bank to have fees waived and moved to electronic statements.
	5. As a reminder, primary purpose of funds is for Long Term Recovery or for unmet needs and used by vote by Unmet Needs Committee members.
4. Open Position: Vice Chair Gary Thurman
	1. Deb Abner retired in May from her position at Salvation Army and has moved back to KS. The Vice Chair position is open and the term would be for the remainder of the current term.
		1. Request for candidates was proposed.
			1. Suggestions were Glenn McCary or Mike O’Neil.
			2. Members requested the job description to be sent out for review.
			3. Commitment includes 1 monthly executive meeting per month and attending quarterly KCR COAD membership meetings.
5. Website Update Laura Dominik
	1. Laura has been added as an admin to the website and will be reviewing current website design and platform. Plan is to add new features to the website as well as create a generic email account for generic emails/requests/etc. More information regarding upcoming changes will be provided in following meetings.
6. Membership Application Laura Dominik
	1. To assist in creating a membership matrix, Laura developed a membership form. She requested the primary contact of each agency in attendance to please see her after the meeting to fill out a form for their agencies. The forms need to be submitted to Laura.
7. VRC Committee & Unmet Needs Committee Gary Thurman
	1. VRC After Action Report was provided to key leaders of the exercise. The report shows overall the VRC exercise was a success. Some elements of the exercise, including documentation, needed to be reviewed.
		1. Glenn shared a copy to all members in attendance of the new merged Registration and Waiver form for unaffiliated volunteers.
		2. Safety briefing needs to be updated and Glenn has requested the assistance of the COR videography department. They are willing to assist when they available which will probably be this Fall, at the earliest, due to other commitments. Glenn is working on a script for the video.
		3. Gary shared there is also a proposal to create an introduction video about the purpose of the VRC to run at the greeting station.
		4. Jennifer states the VRC exercise is no n the roll so can implement the changes and track improvements.
	2. A suggestion was proposed to create a video about the KCR COAD and who we are/what we do as an educational tool as well.
	3. Laura lead the discussion about the need to setup a committee for the VRC and identify a leader. Suggested Glenn for the role.
		1. Glenn stated the issue with him being lead is he may be accepting a position as the Southeast regional disaster coordinator for UMC and would not be available to lead the VRC.
	4. Unmet Needs Committee
		1. No one currently on committee.
		2. Role responsibility includes voting to determine if proposals to use the funds fit necessary criteria. Works closely with the LTR committees after disasters.
			1. Criteria include:
				1. Every other resource is exhausted first
				2. Helps resolve a concern
		3. Executive committee will have to make the decisions until Unmet Needs Committee is established.
		4. Who would consider joining?
			1. Jennifer Fales is willing to be a member but not lead the committee.
			2. Will send out job description for members to review.
8. Membership Gary Thurman
	1. Gary explained we need to determine who is and is not at the table (and needs to be invited).
	2. Suggestions:
		1. Community Services League (CSL) – they get involved in case management and donation management.
		2. Communities Creating Change – African American Pastors organization
		3. DST – company that has a disaster volunteer group
		4. Samaritan’s Purse – (not sure of a local chapter/contact)
		5. Sprint – helps in disaster clean up and providing cellular service
		6. Verizon – provided hotspots in the past to first responders
		7. Lowe’s
		8. Walgreens
			1. For corporate partners, Dennis recommended speaking to Johnathan Scott Wineberg
			2. Jennifer cautions to avoid over-committing business DSTs
		9. Hospital committee @ MARC
		10. Blood Banks
9. Organizational Updates Gary Thurman
	1. Gary shared MARC is reviewing the recommendation of KCR COAD having a formalized relationship with them and becoming a member.
		1. Megan is currently filing the paperwork to be an affiliate member.
			1. Jennifer said the by-laws committee is aware of the application and is the membership level would be affiliated non-voting member.
		2. Need to work with MARC to update our role in the regional coordination guide.
	2. Gloria – in current role since March 15th. Extended invite to Coordinators meeting in Raymore on the 20th. Contact her for more information.
	3. Lorie – handling measles outbreak and food borne outbreak. She would be interested in being a member on the VRC committee.
	4. Charles – Provides ambassadorships for the region. Ambassadors will help families go to the MARCs and get connected to the appropriate agencies.
	5. Bob – Glenn invited to attend to learn more. From COR.
	6. Glenn – Trying to recruit Bob to KCR COAD because of his history as an attorney and legislature.
		1. Updates: COR went to TX on rebuild trip as well as Puerto Rico. Looking at setting up another trip to go down to Puerto Rico.
	7. Dominic – Volunteered for the Plane Crash Exercise which went well; working on finalizing training schedule which will be shared in coming months.
	8. Jennifer – Full scale KCI exercise was done and working on the data. Working with Medicare/caid on scheduling mandatory exercises.
	9. Laura – Heart to Heart is discussing possible trips to Guatemala and/or Puerto Rico but no dates scheduled yet.
	10. Kristen – Moved into the role as Director of 2-1-1 after Gary’s retirement. Now the point of contact for UWGKC 2-1-1.
	11. Gary – Retired from UWGKC 2-1-1 effective May 31st. Representing Woods Chapel UMC now. Working with Robin Shepherd to expand the early response team for UMC region.
	12. Sara – Monday June 18th 10-11:30 am at ETOS hosting an EM 101 and 1:30-4:30 “Children’s in Disasters Workshop & Forum”. Anyone interested can sign up. July 10th 12-1pm webinar to talk about older adults with Alzheimer’s and dementia and how they have been affected by disasters.
		1. Work is focused on targeting and assisting special populations. Have chosen aging and children as 2 of the 3 focuses. Grant period is till the end of 2020.
	13. Mike B – June 23rd – 24th will be “ARRL field day”. More information can be found on the website: <http://www.arrl.org/field-day>
	14. Richard - Mike’s assistant.
	15. Denise – FEMA VAL and first week on the job.
	16. Jack – Intern at Platte County Sheriff’s Department.
	17. Mike O – Participated in the plane crash exercise.
		1. CERT Radio planning team at the Olathe Planning Center coming up. Will be sending information out for both planning team and event.
		2. DART – working with local humane societies to get supplies and help train DART groups. Working on mass disaster like Joplin. DART trailer is stationed at the Platte County Sheriff’s department. Willing to take it out to any DART related events.
	18. Jim – Full scale Public Safety exercise in the works.
10. Future Meetings Kristen Womack
	1. September 12th from 1:30 – 3pm has changed locations. MARC will be hosting in Board Room.
	2. December 12th from 1:30 – 3pm will be located at Platte County Resource Center.
11. Closing Gary Thurman
	1. Jim offered a tour for those interested in the EOC.

## Adjournment: 3:00 PM

Next Meeting: September 12th from 1:30 – 3pm, MARC- Board Room 600 Broadway Blvd #200, Kansas City, MO 64105

Minutes submitted by: Kristen Womack, United Way 2-1-1

Approved by:

*NOTE: The recording secretary offers apologies for inaccuracies, improper attributions or incomplete subject matter. The size, breadth, and length of the meetings make it virtually impossible to cover material on a high level. If the circulation of the material you present is IMPORTANT or impacts critical matters and/or decisions, please forward documentation to* *gary.thurman@uwgkc.org**.*