



Emergency & Disaster Response
Santa Clarita Valley District
Meeting Minutes
 January 12, 2010

Attendees: Jo Lasky, Richard North, Eric Brubaker, Jean Scott, Louise Gondchaux, Mary Douglas, Corey Eide, Sally O’Sullivan, Lilana Sunn, Christina Jurado, Julie Fernandez, John Fernandez, Ron Ross, Bruce Thompson, Pat Allen, Susan Klose, Michael Kleiner, Pat Mac Neil, Stella Weaver, Sonya Hernandez, Matt Seaver, Matt Lien, Daysi Jarquin, Alex Rose

Guests:

Agenda Item	Discussion	Actions	Responsible Party	Follow-Up Action/Date
Welcome and Introductions (Daysi Jarquin)	Corey Eide, Eric Brubaker, Pat MacNeil, Michael Kleiner, Sonya Hernandez, all from Chapter and new SCV volunteer, Matt Lien			
Committee Updates (Bruce Thompson)	<p>Shelter trailer radio installed, chapter vehicle use log is now up-to-date and in each vehicle. There is also a binder in the vehicle that contains multiple resources, some of which are the ARI fuel and maintenance cards, accident reporting kit, etc.</p> <p>Review with Eric Brubaker the details of Armed Forces grant for the Palmdale Veterans’ Hospital for Sony’s Wii machines.</p> <p>Working groups for weekends of Jan. 24, 30 and 31. (carpool available) Warehousing and supply – organizing team to organize Golden Valley container (24th) & West Ranch on 30th; extra day if everything not completed.</p> <p>Storage room is being reorganized and is a work-in-progress; two-way radio found and hooked up, rotated food to dispose of expired goods.</p> <p>Transportation—all vehicles inspected and are in operational condition. Drivers and response teams need not worry about</p>	Working groups Warehousing and supply recruitment	Interested volunteers	Jan. 24, 30 and 31. (carpool available)

	vehicles. Maintenance done on regular basis so vehicles will perform as expected. DAT van and ERV out of service on Thursday for some recall work (brakes) for 1/2 day. Checklists have been designed with Eric and other transportation leads to update binders to establish an across-the-board inspection report. This was designed so anyone can use without much training and support.	Question from Daysi Jarquin about gas cards; answered by John; need to enter vehicle ID and mileage,(five digit numbers).	All Volunteers	Ongoing
Casework update	SCV Client Casework team visited West LA for casework workgroup every Monday this month. Mary took a field trip to Chapter to 'shadow' Client Services on follow-up on client paperwork. Sally, Jean, Louise, Ron, Mary also attended. Open invitation from Sonya to come to Chapter to participate in CAS at Chapter.			
Mass Care Update (Corey Eide)	Corey spoke for Steve Meissner, as he was not able to attend. Asked that we have a minimum of one volunteer attend the MC committee. Current projects need the input of each district.	Requests from the Mass Care Committee that the SCV district send at least one representative to MC committee meetings	Mass Care volunteers	Ongoing
DAT Activities (Disaster Action Team) (Sally O'Sullivan and Michael Edwards)	Sally O'Sullivan stated that one response to a fire in Canyon Country. Ron Ross, working as an 'understudy' of Sally, completed the damage assessment using the new CAC system. Jean played an important role in participating as there was a need for DMH on this call. Members responding to incident included Sally, Ron, Catherine Thompson and Jean. DAT DAYS...!!! Michael Edwards passed out a flyer with dates. Changes in DAT structure moving away from district and region to broader response territory. Unveiling perhaps in the spring, ability to participate in more DAT calls, allowing more volunteers to gain experience. DAT training guides to be sent to each volunteer to determine what classes they need to take at DAT Days. (Jennifer Bailey)			
Chapter Updates	Michael Kleiner – Haiti Relief efforts Sonya Hernandez – DAT Days and extended invitation to continue having a group come to Chapter for Client Casework each Monday. Notice and forms given to each member in attendance to record			

	and submit volunteer hours completed for Dec 2009. Michael E. to follow up by sending form to each volunteer in SCV to be completed and sent in.			
	<p>Emergency lodging vendor verification process update–need immediate follow-through on this process. Contact to Brian and one other person to assist.</p> <p>New volunteer recruitment – Recognize new volunteer in attendance, Matt Lien.</p> <p>Partner-vendor relationship building – follow-up with community members that contributed to the Christmas party gifts.</p> <p>Thank-you notes never sent to Golden Valley for hosting the shelter-a framed certificate and letter was to be presented to vice-principal and principal and has not been done, needs follow-up.</p> <p>Carwash Coupons for SCV vehicles</p> <p>Tonight’s dinner supplied by Pita Pit–one of the district’s Christmas party supporters. Suggestion to continue to reach out to the local businesses that supported us this past year by using our monthly stipend to purchase food from these businesses..</p>			
Adjourned	Two gifts left from Christmas Party–raffled to Richard North and Sally O’Sullivan			