

Attendees: In Person: Mauria McPoland, Eric Brubaker, Kirk Nelson, Scott Underwood, Jerome Thierry, Joe Green, Rene Mortensen, G. Anthony Contreras, Jerry Washington, Sean Roberts, Michael Hicks, Don Dodson, Marji Iacovetti, Patrick Dougherty, Sonya Hernandez, Maria Elizondo, Kristeen Singh, Jesse Thompson By Phone: Megan Blehr, Red Godfrey, Brandy Welch, Art Rutherford, Michael Abramson; Michael Kleiner

Absent:

Agenda Item	Discussion	Actions	Responsible Party	Follow-Up Action/Date
Welcome and Introductions	Welcome by Scott Underwood			
Special Presentations	In recognition of National Volunteer Week, OVP staff thanked the District Chairs and CDDO(s) and presented them with gifts.			
DAT Training Protocols	<p>Document submitted for review/approval. Discussion followed.</p> <p>Q – Is DMH appropriate for all DAT members or is it for licensed professionals?</p> <p>A – Scott: It is for everyone. There is a longer class fro professionals called Fundamentals of Disaster Mental Health.</p> <p>Q – Can volunteers meet the requirement of successfully entering 3 cases by entering cases in the sandbox?</p> <p>A – Red: No, they must enter real cases in CAS.</p> <p>Q – Can we have clarification on the requirement to attend district meetings? Is there a specific number they must attend?</p> <p>A: Red & Mike: This was discussed and left vague because of personal circumstances. We want to encourage active participation but the details of meeting this requirement can be interpreted by district leadership.</p> <p>Q – Concern expressed that it does not seem realistic for DAT members to complete all of these classes in 1 year.</p> <p>A – Red: Jen Bailey will put individual training guides together for all volunteers who have responded to DAT calls during the last 3-4 years. All of the classes listed on those guides will be offered in our chapter 4 times during the next year. DAT members must take the training or there will be nothing we can do. Scott: This doesn't mean that a DAT lead can't continue as a DAT member if he is just missing a supervisor class. He can still participate at some level.</p> <p>Q – Do we have instructors who can teach these required classes?</p> <p>A – Red: Yes, we have in-house instructors to teach every class on the list.</p>			

	<p>Q – Has the DDO Workshop been completed? A – No, not yet. The need to clarify the driving requirements was discussed. The motion was made to approve the document with additional clarification on the driving requirement. Motion passed unanimously. The document will be reviewed in January and revised if the group decides that revisions are necessary. Mike noted that this was the first document approved through the committee process. Q – Returning to the DAT training document discussion: Shouldn't we add Fulfilling Our Mission and background checks to the list of DAT Member requirements? A – Red: This is not necessary since people must be in DSHR to be DAT Members.</p>			
New Business	<p>Q – Has the DDO Workshop been completed?</p>			
CDREE	<p>The exercise is scheduled for May 19th from about 9 AM – 5 PM We only have room for about 25 people in the EOC so, unfortunately, if you haven't been called, there is no room for you in that part of the exercise. However, there is plenty of room for involvement at the field level. Kelly Mulock and volunteers started making call-downs for the exercise today. They are calling about 750 people.</p>	<p>Carry out exercise / assess capacity</p>	<p>Available Paid & Volunteer Staff</p>	
Guidelines for Notification of Health Services Document	<p>Document submitted for review/approval. Discussion followed. Scott stated that Susie Klose was available by phone if clarification on the document was needed. It was noted that the document through the CLS and OM committees. The need for a similar document for DMH was noted. Concern was expressed re: the phrase, "when abuse is suspected." It was acknowledge that suspicion is interpretive and the situation may have to be very obvious to alert a non-professional. It was also stated that, when a DAT member does suspect abuse, it is important that a call be made to HS. Concern was expressed re: the number of fatalities (10) required before HS is called. Concern was expressed re: communications with Vice Chairs re: these meetings. Scott said he would leave it up to the Chairs to forward all documents and communications to Vice Chairs as needed. A motion was made to approve the document. Motion was passed unanimously.</p>			
Committee Reports	<p>Q – Status of POD Project A- Eric: Moving along rapidly. Pricing & spreadsheets are done.</p>	<p>Continue planning & administration of the POD</p>	<p>Scott Underwood</p>	

	<p>A - Scott: Goal = 50 filled containers delivered in August & another 30 in process in August. Most will go to high-density population areas but some to smaller cities too.</p> <p>Q – Status of adjusting district boundaries</p> <p>A – Has not occurred. Will make this shift in boundary lines an agenda item for OM. Will be based on zip codes rather than street lines – works better for Springfield.</p> <p>Q – Have district names been changed per vote at last District Chair Meeting? Discussion ensued.</p> <p>A – District names will include East San Fernando Valley & West San Fernando Valley. These names will be used in communications with the public. Internally, we will refer to East Valley & West Valley for ease.</p> <p>Q – What’s happening w/ Antelope Valley Chapter?</p> <p>A – Michael: Spoke w/ Fran Stewart this week. Warehouse was inspected & was not up to code. This is being addressed. Asked Fran to gather more detail on what needs to be done to bring facility up to code. Will meet on or about the May 15th.</p> <p>Scott: The warehouse is a 250,000 of section of a warehouse at the Palmdale Airport. If they don’t get a paying client, it looks like they will allow us to use the storage space which is bigger & more conveniently located than our existing storage warehouses.</p>	Project	Eric Brubaker	
<p>District Chair Job Description</p>	<p>Q – Concern re: phrase, “Appointed by Disaster Director.”</p> <p>A – Mike: This is standard according to Crossnet and is the national directive with years of history. This document is based on the Crossnet model but Michael did revise it to bring some volunteer involvement into the process. The revision states that district volunteers can submit 3 recommended names to Michael for the positions of Chair, Vice Chair, and Alternate. Michael will then assign roles to the 3 individuals.</p> <p>Scott: This is needed because the position carries fiscal responsibility.</p> <p>Q – Concern expressed that decisions about who assumes what role will be guided by personality conflicts rather than fiscal concerns.</p> <p>Q – Apprehension expressed that this decision will take away the last piece of volunteer directives & that the voice of volunteers is diminishing. Some in attendance anticipate a great loss of volunteer participation & a very negative impact on volunteers.</p> <p>A – Mike: If the message is properly conveyed, volunteers will understand that the process outlined is more inclusive than the one used in most chapters. Stated that he has responsibilities re: the determination of the people who will be his primary points of contact with the volunteers.</p> <p>Red: Offered to send job descriptions for District Chairs at other large chapters. Offer accepted.</p> <p>Q - Suggestion made that Michael submit names of qualified candidates to volunteers so they can vote from among qualified candidates.</p> <p>Q - Suggestion made that district volunteers vote for chairs and that Michael either approve that choice or give a detailed explanation of why the nominee is not suitable.</p> <p>Q: Concern was expressed that this policy does not reflect the</p>	<p>The document will be reviewed & comments submitted to Michael Kleiner no later than June 16, 2008.</p> <p>The document will be discussed again at the next District Chairs Meeting.</p> <p>Send District Chair job descriptions from other large chapters to Chairs from ARCGLA</p>	<p>Chairs & Paid Staff</p> <p>Red Godfrey</p>	<p>By June 16, 2008</p> <p>July 1, 2008</p>

	<p>Fundamental Principles. A – Michael: Some information about lack of suitability cannot be conveyed e.g. private personnel issues. Both Michael & Chairs expressed that various suggestions re: selection process omit the involvement of the other. Motion was made that the group take some time to review the document and recommend changes in wording. Motion passed.</p>			
Next Meeting	July 1, 2008 @ West District			