



Emergency & Disaster Response
Logistics Committee
Meeting Minutes
 May 27, 2010

Attendees: Eric Brubaker, Patrice Anderson, Bill Carpenter, Joe Chizmadia, Don Dodson, Dwaine Dodson, Steve Elstein, John Fernandez, Julie Fernandez, Mark Lim, Juan McNeil, Steve Meissner, Alex Rose, David Tuckman, Robert Vaughn, Helen Lemich, Jimmy Ngo, Thumper Bloomquist, (On Conference Line) Christina Jurado, Joe Green, Matt Seaver

Excused: Elmer Walters, Lynette Walters

Absent:

Agenda Item	Discussion	Actions	Responsible Party	Follow-Up Action/Date
Welcome and Introductions	Self introductions were made with each indicating which district they were from. Five of six districts were represented.	SE-1, WV-5, CE-5, WD-5, SCV-3	All	
Approval of Minutes Eric Brubaker	Minutes from the meeting on March 25, 2010. Motion made to approve minutes by David Tuckman, 2 nd by Patrice Anderson.	Voice vote by the committee approved the minutes.	All members	
Old Business John Fernandez	Final review of new Chapter Vehicle Books was led by John Fernandez and Eric Brubaker. It was discussed to add a Maintenance Request form for issues that occur while a vehicle is in use. Also to add an envelope for gas receipts so they don't get lost.	Don Dodson made a motion to approve the new Vehicle Binders as is with the additions as noted by the committee. David Tuckman made the 2 nd . Voice vote by the committee approved the motion.		
New Business				
DST Update Bill Carpenter	DST Minutes were handed out for discussion. Bill Carpenter briefed committee on his new position to manage a statewide communications project. Bill pointed out DST is now it's own group within DSHR.			
Fun In The Sun One Mark Lim	Successful event that organized reduced and clarified next steps. Mark Lim briefed committee on this successful event.			
Fun in the Sun Two Eric Brubaker	Talked about the next event and what will need to be accomplished. This will be a much bigger event than the first one. Eric Brubaker briefed committee a tentative date for Fun in the Sun Two is June 19, 2010. This 2 nd event			

	will be more labor intensive as we will be emptying the semi trailers and filling 12 20 ft. containers. These new containers will be in the same foot print as the current trailers.			
Logistics Picnic Don Dodson	First annual Logistics picnic was held on May 15, 2010. Don Dodson briefed the committee on the success of the First Annual Picnic. Great weather, great fun and great turnout. The 2 nd annual picnic will be held May 14, 2011.			
Shatto Move Joe Chizmadia	Work party was held at Shatto location to remove DST equipment and move to other areas. Great participation from everyone that participated. Joe Chizmadia briefed the committee on the success of moving the DST equipment out of our Shatto Place location.			
Training Eric Brubaker	This month, the focus will be on the Procurement Function. Eric Brubaker briefed the committee on the Procurement Function during a DRO.			
Mission Statement, Goals, Priorities Eric Brubaker	Logistic leads are currently working on a mission statement, goals and priorities. Eric Brubaker briefed the committee everyone will be receiving a draft of the new Mission Statement & Goals in about two weeks. Comments should be directed to brubakere@arcla.org .			
Items from the floor Steve Meissner	Steve Meissner briefed the committee on the new District Canteen Support Inventory Draft. Comments should be directed meissners@arcla.org .			
Next Meeting	July 22, 2010			
Adjournment	David Tuckman made motion to adjourn. Dwaine Dodson made the second.	Voice vote by committee was unanimous. Meeting adjourned.		