



Emergency & Disaster Response
District Chairs Committee
Meeting Minutes
 December 1, 2009

Attendees: Joe Green, Michael Kleiner, Paula Clamurro, Dave Roberts, Jerry Washington, Linda Wright, Ken Rieger, Corey Eide, Jerome Thierry, Alex Rose, Scott Underwood, Kelly Mulock, Steve Elstein, Michael Edwards, Christina Jurado

On Telephone: Lisa Bialac-Jehle

Excused: Pat MacNeil

Absent: David Behar, Art Hammerlund, Daniel Kopti, Pat Dougherty, Jo Lasky, Daysi Jarquin

Agenda Item	Discussion	Actions	Responsible Party	Follow-Up Action/Date
Welcome Introductions Remarks		Pat MacNeil		
Minutes approval	Motion and second to approve with Ken Rieger's requested edit to Vehicles and ARI discussion points.	Approved	Committee	
Approval of agenda	Motion and second to approve as presented	Approved	Committee	
Upcoming Events	Chapter Excellence Awards, December 6 th at 11:00am. Gail McGovern will be visiting the Chapter on December 8 th and 9 th . The visit will primarily be focused on fundraising. A special breakfast with Gail McGovern and Red Cross volunteers and employees will held at USC on December 9 th at 7:30am. Attendance is strongly encouraged.		All Chairs	
Personnel Updates (Michael Kleiner)	Christina Jurado was announced as Central East District's new Vice Chair. An introduction email with a short biography has already been distributed. Michael Kleiner requested the committee's input on whether announcement emails should be distributed from himself or Pat Mac Neil. The Committee suggested the introduction email should come from Michael Kleiner with Pat Mac Neil's signature above his. Final interviews for the Regional Coordinator and SAF position have been completed. The Human Resources' final process is close to end.			

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<p>DAT Items</p>	<p>Kelly Mulock presented a series of DAT related items.</p> <p>The committee was presented with a DAT Training overview and training statistics from the past two years. This information was presented as a direct request from the previous month's committee meeting. The number of classes offered over the past two years was highlighted along with the number of classes cancelled and the reasons for cancellations.</p> <p>The committee was presented with the standing process that has been used for cancellation process. The committee was asked to review this for consideration to become policy. Committee requested additional language added to document to reflect messaging to instructors when classes are being considered for cancellation.</p> <p>Following last month's meeting and the discussion for necessary training for DAT members, Kelly Mulock announced DAT Days. Over two weekends in February, DAT volunteers will be given the opportunity to partake in all necessary courses to meet all qualifications for the positions of Member, Leader, and Duty Officer. Dates and all additional details will be distributed shortly. District Chairs will be leaned</p> <p>The rollout of Salesforce into DAT will back into DAT Days. The timeline of this will allow for the Staffing Team to schedule DAT rosters through Salesforce, while allowing DAT Days to serve as the final cutoff for required training for DAT volunteers.</p> <p>The updated DAT Training Guide was presented to the committee. A new Disaster Assessment course was released from NHQ and will now be substituted for Fundamentals of Disaster Assessment. The previous Foundations of Disaster Mental Health course will also be replaced with Psychological First Aid. The guide will also include the number of incidents necessary for promotion as well an explanation of the promotion process.</p> <p>The committee was presented with the need to standardize the</p>	<p>Chair Committee requested additional language added to Class Cancellation document to reflect messaging to instructors when classes are being considered for cancellation.</p> <p>Michael Kleiner suggested that there be a</p>	<p>Staff Services committee</p> <p>District Chairs, although this is tentative</p>	<p>Upcoming meeting</p> <p>Recurring</p>

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	process in which volunteers are promoted within DAT and it was suggested that DAT promotions be a function of the DSHR Promotions committee. Kelly Mulock suggested that an experienced DAT volunteer sit on the DSHR Promotions committee for technical expertise and input. The committee meets on a quarterly basis and can meet more frequently if critical promotions are pending.	rotational representative from the District Chairs committee at the DSHR Promotions committee.		
Disaster Attire Distribution Policy	Kelly Mulock distributed the new Disaster Services Attire Policy. In response to the committee's discussion last month regarding DAT helmets, it has been decided that each DAT van will include an inventory of two helmets.	Motion to approve by Joe Green, Second by Paula Clamarro, all in favor unanimous.	Committee	
Other Business (Misc)	Scott Underwood distributed a clarifying document from Client Services defining the Chapter's policy on number of nights offered for DAT clients. Joe Green requested information on the possibility of Holiday Cards distribution to community contacts. Corey Eide indicated that National Headquarters released an electronic Holiday card and all requests for physical cards should be sent to Nancy Carrillo.	All requests for physical cards should be sent to Nancy Carrillo.	Committee	ASAP
Adjourned	Next District Chairs meeting January 5, 2010	Motion by Jerome Thierry, Second by Paula Clamarro, all in favor unanimous.		