



Emergency & Disaster Response
Material Support Services
Meeting Minutes
 January 28, 2010

Attendees: Eric Brubaker, Joe Chizmadia, Bill Carpenter, Don Dodson, Dwaine Dodson, Steve Elstein, Rick Gerald, Joe Green, Jack Jonathan, Christina Jurado, Michael Edwards, Jeff Stansfield, Mark Lim, Rouzbeh Mohajer, Alex Rose, Ron Ross, Bruce Thompson, Catherine Thompson, Loucin Kinian, Linda Housden, Ted Housden, John Fernandez, Julie Fernandez, Steve Meissmer. Ernesto Gudino (Conf), Mike Cellic (Conf), Deborah Hernandez (Conf)

Guests:

Excused: Corey Eide, David Tuckman

Agenda Item	Discussion	Actions	Responsible Party	Follow-Up Action/Date
Welcome and Introductions	Self introductions were made by each individual indicating which district they were from.	CE-3, ESFV-2, SC-5, SE-1, WSFV-7	All	
Approval of Minutes	Minutes from the meeting on Dec 2, 2009	Motion made to approve Dec 2, 09 minutes by Jeff Stansfield & second by Jack Jonathan. Voice vote by the committee approved minutes.	All	
Old Business (Eric Brubaker)	Procedures: Update on status of procedures for greenies and a standard key policy in all districts. The committee was briefed the procedures for greenies was almost finished. Procedure for a standard key policy has been delayed due different structure of each district.		Greenie procedure to go out to committee by Feb 12, 10 for comment & review.	Feb 12
Transportation (Eric Brubaker)	Review and discussion of new chapter vehicle book. The new chapter vehicle book was presented to the committee. CE, ESFV and SE districts are going to use the book for the next month and report back any changes needed.		Mar 25, 10 Final Approval by the committee.	Mar 25, 10
DST Update (Bill Carpenter)	Minutes of the last DST Meeting. Bill Carpenter briefed the highlights from the DST minutes. Bill pointed out that the			

	CWIRS radios are for command level use and all other radios are for tactical use.			
	Shelter Trailer radio project was held as scheduled on Dec 12, 09 here at West District. Great turnout of volunteers and even though it rained almost the entire day, a good time was had by all. The project was finished.	Bill thanked everyone for the great job on the Shelter Trailer radio project.	Bill Carpenter	
January Rain Storms	Discussion on what we can improve on. Inventory/Re-supply Eric stressed the importance of capturing feedback both good & bad after all operations. He asked for everyone to email him on any items they were aware of.	Suggestions on improvements re: inventory, email Eric B.	All	Ongoing
Inventory Teams	Discussion on developing Catastrophic Container Teams. Eric led discussion on having teams in every district to help inventory our Catastrophic Containers.	If interested, please email Eric at brubakere@arcla.org .	Eric Brubaker/All	Ongoing
ECO Friendly Presentation (Jeff Stansfield)	Jeff Stansfield presented a briefing with examples on how the Red Cross can become greener.			
Items from the Floor	Steve Meissner, Mass Care briefed committee on new distribution plans for drink cambros and canteen boxes. Alex Rose, Agreements/Facilities briefed on the importance of In Kind Donations.			
Agenda Items for Next Meeting	Mar 25, 2010			
Adjournment	Meting was adjourned by voice vote.			