

Attendees: Stephen Elstein, Bill Frazer, Joe Green, Michael Hicks, Christie Hubbard, Christina Jurardo, Steve Meissner, Dave Roberts, Jerome Thierry,

Guests: Chef Jeff Stansfield, Alex Rose, Rouzbeh Mohajer, Leslie Robin

Excused:

Absent:

Agenda Item	Discussion	Actions	Responsible Party	Follow-Up Action/Date
Introductions				
Old business	Minutes approved. Reiterated request to Operations Management to consider P-Card availability for emergency Mass Care operational purchases		Steve Meissner	
Incidents	<ul style="list-style-type: none"> • Station fire <ul style="list-style-type: none"> ○ Issue raised: Currier resource plan is problematic, waste of resources for a currier to travel from West LA to shelter sites to deliver one item. Recommended P-card purchase. • Hazmat Feeding, Commerce <ul style="list-style-type: none"> ○ 100 meals provided in-kind for event 	<p>Will raise issue at Station Fire Hotwash</p> <p>Develop feeding checklist</p>	<p>Bill Frazer and Steve Meissner</p> <p>Stephen and Jeff</p>	
Mass Care Priorities Continued	<p>H1N1 and sick areas</p> <ul style="list-style-type: none"> • Most people have seen Mary's presentation by now, additional sheltering responsibilities will be discussed at the Shelter Leadership Gathering <p>Mudslides</p> <ul style="list-style-type: none"> • Appear to be larger risk in San Gabriel/Pomona chapter, will continue to focus on readiness in North Region. <p>Shelter trailers and Radio setup</p> <ul style="list-style-type: none"> • Looking for volunteers to assist with shelter trailer and radio setup. Some concerns raised about security <p>Feeding partner development</p> <ul style="list-style-type: none"> • Mass Care Feeding will begin to look for and organize 	<p>Will discuss security concerns at next DST meeting</p>		

	partner restaurants to assist in feeding operations.			
Shelter Leadership Gathering Part 3	The next shelter leadership gathering has been scheduled for Friday Nov 20 th . It is a meeting for Shelter Managers, Supervisors and aspiring supervisors to discuss skills and strategies for handling unique sheltering situations.		Sue Hammarlund, Corey Eide, Steve Meissner	Nov 20 th 6pm-9pm
Mass Care Calls	The National Mass Care call is intended for Managers and Administrators. The next one will be December 8 at 12pm. The Southern California Mass Care conference call is open to all volunteers in Southern California. The calls are usually scheduled for the last Thursday of the month, but in November, it will be held on the Wednesday the 25 th from noon-1pm. 877-336-1828, access code 9166877	All interested volunteers are invited to participate in the National Mass Care conference call (1-877-336-1828, access code 9166877)	Speak to Steve Meissner for upcoming call schedule	Ongoing
Training	New bulk distribution class, (should be available by January) Southern Baptist mobile kitchen disaster relief training (2/18-2/20) Psychological First Aid 6pm Nov 10, WD Disaster Public Affairs 9am Nov 14, WD Safe Spaces (Save the Children) 9am, Nov 14, WV Shelter Ops 6:30pm, Nov 16, SCV Psychological First Aid 6pm Nov 18, WD Shelter Sim 6:30pm Nov 23, SCV	All interested volunteers should visit the Training calendar on the website for Training schedule at Redcrossla.org	Volunteers	Ongoing
Shelter Readiness Project	Project transitioning from an intern led to volunteer led program. <ul style="list-style-type: none"> Shelter Surveys consist of walkthroughs, taking measurements, and inspecting sites for ADA compliancy, working showers, capacity, etc. The second half of the process consists of loading survey forms onto the National Shelter System database used by the Red Cross and government emergency management to select possible shelters during an incident. 	All interested volunteers should contact Steve Meissner	Volunteers	Ongoing

Shelter Admin Kits	The plan is to ensure there are enough shelter admin kits available for possible shelters in each district. Each district should have 1 plastic kit in the shelter trailer and 3 cardboard or other kits available at any given time. Districts that need resupply should coordinate with Material Support.		District Logistics teams	
Food Safety Training	Motion by Dave Roberts, Seconded by Joe Green. None opposed: Recommendation to the Operations committee that all Shelter workers be required to complete Food Safety training by June 30. Completion of Safe Food handling (online) course or Feeding workshop course will satisfy this requirement. Also, it is currently a requirement that ERV drivers also complete Food Safety training, recommendation is to ensure this requirement is observed when deploying ERV teams.	Will Coordinate with training department to offer Food Safety training workshop and pass recommendation to Operations Management.	Dave Roberts	TBD
Communications training	The DST (Disaster Services Technology) committee plan is to provide a page of instructions to be placed in the vehicles on Radio operations. The Committee would like to request a training workshop be developed specific to Communications and operation of the chapter's equipment.	Will coordinate with DST group and Training department		
Next Meetings & Adjournment	<ul style="list-style-type: none"> • January 6, at 6:30 pm, at Headquarters. 			