



Emergency & Disaster Response
Partner Services Committee
AGENDA
 January 25, 2010

Attendees:
Guests:
Excused:

Agenda Item	Discussion	Actions	Responsible Party	Follow-Up Action/Date
Welcome and Introductions	Louisa Cardenas opened the meeting.			
Update on Chapter Partner Agreements – Working through Volunteers (Brady Welch ad Alex Rose)	The vendor agreement with Subway Sandwiches is getting set up as communications with OhCal Foods are underway. OhCal came to ARC HQ for a tour of the facility for partner relationship building, which is a continuing focus. The vendor agreement with Vons is also underway and Mark Lim is working with them in negotiations. Ideas for partnership building included: targeting intersections, going through corporate representatives by people familiar with organization, arranging partnerships with bottled water and sanitation suppliers (such as DWP and Dept. Public Health), and to share partnership information with MSS Committee to activate agreements when needed. Jack Harris expressed urgency regarding progress of partnership agreements.			
Chapter Strategic Goals (Brandy Welch)	The 2010-2012 Strategic plan was discussed as it related to the Partnership Committee goals and functions. Specific goals included: making key partnerships and working across departments in growing relationships where gaps in service providers exist, provide partnership training and involving partners in larger exercises, such as sheltering and client casework. There is a Cross-Walk document created for	Committee members are to review the Strategic Goals to gain an understanding of them, and they will be placed as an agenda item for the next meeting.	All Committee members	Next meeting

	partnership orientation. There is also a partnership list compiled of all existing and ideal public and private partnerships. Suggested partnerships included CERT teams and outreach to the respective officials, which is taking place.			
PS Committee Goals	The duties goals of the Partner Service Committee are to work independently and as a team to utilize connections within the community and to present partnership opportunities. Ideas to carry out these goals included providing more volunteer training and outreach to volunteers who have existing community ties to open those communications. It was suggested that the committee can create a script or other media to assist volunteers' knowledge of Red Cross activities for outreach purposes. It was also suggested that the Committee create of list of its urgent needs and distribute these needs to the volunteers.	The Committee will establish a frame-work of concrete goals and urgent needs, which can then be communicated to volunteers. Any ideas may be emailed to Louisa.	Louisa Cardenas	Ongoing
Go Kits (backpacks)	The following proposals were reviewed: Partner Services Resource Tool/Supply Go-Kit and the Government Liaison Checklist. Proposal for Tool/ Supply kit discussed so that Govt. Liaisons have what they need at Incident Command Post. The following additional items were suggested to be included on the Go-Kit/ backpack list: identification/ signage, Red Cross blanket(s) and a donation envelope.	Any suggestions or additional items to include in the backpack or in Check-List must be provided to Louisa by Wednesday the 27 th .	Committee members	Wednesday the 27 th .
Formation of Subcommittees	Pat Mac Neil addressed the need to have a specific subcommittee for Government Liaison and the need to contact appointed government officials and council members for relationship building. It was suggested that Chapter/District Duty Officers would be ideal candidates for GL positions. David Miller volunteered to be Vice-Chair of the sub-committee, members Jack Miller and Don Dodson agreed to join. Louisa expressed concern that the separation of the GL focus from Partner Services would jeopardize cross-training and further discussion took place on benefits and set-backs. Vote was taken and GL subcommittee was approved by committee.	Pat Mac Neil will notify members on sub-committee meeting dates and objectives.	Pat Mac Neil	TBD

Field Trips to County and City EOCs	The County EOC is not yet complete, though the City EOC is and the City is eager to have Red Cross tour the facility. It was suggested that the next Partnership Meeting take place there, and arrangements will be discussed to find a convenient time for the City to hold a tour.	Brandy will update committee on when City EOC tour can take place.	Brandy Welch	TBD
Rotating Meeting Locations (Louisa Cardenas)	The Committee will explore how the rotating meetings are going, and comments are welcome. Rotating meetings are being offered to give more volunteers an opportunity to attend.		Louisa Cardenas	
Chair and Vice Chair Positions (Louisa Cardenas)	Louisa has agreed to chair the committee until the end of the Calendar year, Dec. 31, 2010. Suggestions were to have a Vice-Chair appointed to the committee to assist with the year-end transition. Volunteers already expressed interest in Vice-Chair position.	Next meeting will address informal nominations of Vice-Chair position.	All committee	Ongoing until 12/31/2010
Adjourn: Next Meeting March 11th	Don Dodson presented a video from the LA Fire Dept. that was taken of the recent floods which included Red Cross sheltering activities. Next meeting is in West LA.			