

Community Preparedness Committee Meeting Minutes 2/18/11

The meeting was called to order at 1:10 P.M. by Nicole.

Introductions were made by those present.

A motion was made by Frank to approve the previous meeting minutes as amended and was seconded by Denise. The minutes were approved as amended.

OLD BUSINESS

Training & Exercise – by Frank. There was no February, 2011 meeting. The next meeting will be in the first week in March. ICS 300 & ICS 400 classes in the area was mentioned.

2-1-1 – Nicole needs St. Louis City and Madison County to be included in the launch of the Preparedness Campaign, which will be in mid-March.

STARRS applications – The E-Mail distribution list deadline was 2/11/11. If your STARRS application was submitted by this date and you were a voting member, you remained on the distribution list. If your STARRS application was not received by the deadline, you were removed from the distribution list. You cannot vote until you get your STARRS application submitted. Angela of St. Louis Central/St. Louis City came off the list.

DHSC – by Bob. Bob states that this committee is the largest and most active committee. DHSC & AC have not met.

FY 2011 – Frank suggested getting a list to Anna for FY2011 funding so we can have a starting place ready by next meeting.

Children's Backpack Project – by Kim. Kim indicated that each community should provide a program that works for their community and have a framework/guidelines but does not need to have standardized procedures. The children's backpack framework/guidelines is tabled until the next meeting.

Brochure Distribution – Schools requesting 500 or more brochures need to send an E-Mail request to Nicole for approval. Frank requested a number of brochures. A motion was made by Mike H and seconded by Sarah. Motion passed.

E-Sponder – by Nicole. Nicole reported the administrators for the CCCs.

NEW BUSINESS

Voting Member Eligibility – by Frank. Developing a mission and a focus has been started. Bob stated DHS is looking for what we vision ourselves as or what our purpose is but just not to be out of alignment with DHS & STARRS.

CERT Programs & CCCs – CERT Programs and CCCs need to be registered by 2/22/11 in order to be recognized by FEMA. If not registered, the CERT Program(s) and CCC(s) will not be eligible for FY2011 funding.

New CCCs – If a new CCC wants to be established, it has to be approved by DHS, the Community Preparedness Committee, be sponsored by a government entity, and needs to make sure that it does not overlap the boundaries of an existing CCC. A suggestion was made to have a committee develop a check list (1 page) of requirements to start a new CCC. Denise and Sarah will work on a check list for this. Rock Community and the City of St. Louis want to form their own CCC. St. Louis City would need to be within the St. Louis City boundaries. Rock Community would primarily be focusing on the Arnold area. A CERT Program can be funded even if it is not in a Council.

DHSC – by Bob. Bob referenced the Mass Fatality Planning Process and indicated that it is a 7 step process as follows:

1. Task Identification and Ownership
2. Gap Analysis
3. Plan Formulation
4. Resource Identification
5. Hospital Specific Plans
6. a. Draft Plan Review and Comment
b. Tabletop Exercise
7. After-Action Report and Plan Revision

Bob asked for a couple of volunteers to attend a couple of meetings to establish an exercise. Janet of St. Clair County, Sarah of St. Louis City, and Sylvester of Wellston-Robert Fulton volunteered for this task.

Bob also referenced the Regional Health Care Coordination Committee and indicated that this is a 6 step process as follows:

1. Scoping process & who should be involved
2. Project initiation
3. a. RHCC framework development
b. RHCC capabilities assessment
4. Identifying deliverables
5. Tabletop exercise
6. Project finalization

Application kits – by Anna. There are no application kits yet and will not have UASI kit information until Congress approval has been complete.

Next meeting is 3/11/11.

Community Preparedness Committee Meeting Minutes 1/14/11

The meeting was called to order by Nicole.

A motion was made by Frank to approve the previous meeting minutes as amended and was seconded by Randy B. The minutes were approved as amended.

Tony, representing Deaf, Inc., was present at the meeting. Introductions by those present were made.

OLD BUSINESS

2-1-1 – Nicole has Franklin County and St. Louis City.

STARRS applications – It was mentioned that everyone needs to submit their STARRS application if it is not submitted already. Nicole stated that you will be dropped from the distribution list if your STARRS application is not in.

Robert Fulton-Wellston – by Staci and Anna. STARRS is working with Deacon Joyner, and some re-organization has been done. The trailer has been licensed and is insured. They are working on getting back on track and getting the inventory back up to speed. However, they do not have an MOU. The City of Wellston won't communicate, and all is being done through Deacon Joyner. They are currently not receiving funds and currently cannot purchase anything. The 1500 backpacks for the children's pilot program have arrived but cannot be distributed to Robert Fulton-Wellston at this time and are currently being housed in Eureka.

MOUs – MOUs are mandated by the Federal Government and has to be part of a city or government entity. There are still 12-13 CERT teams (programs) that still don't have MOUs.

Children's Backpack Project – by Kim. Kim brought a sample backpack with its current contents and displayed it. It was suggested that we need to have a committee to evaluate whether or not other items should be included and whether or not to have a standardized backpack. It was mentioned that we need to have a plan for the possible distribution of the 1500 backpacks ordered by Robert Fulton-Wellston. Kim, Carol and Randy G. were designated to be a committee to work out details and specifics for the inventory being housed at Eureka.

Brochure Distribution – The new brochures have arrived, are at the Red Cross, and have been inventoried by Anna. STARRS will track each distribution center. Frank motioned to give a prepared initial brochure package to Tony of Deaf, Inc., which was seconded by Carol. Motion carried.

E-Sponder – by Mark. A web chat and web conferencing are being added. Administrators were discussed.

NEW BUSINESS

Voting Members – There was a discussion on the eligibility of voting members. It was decided that we need to set criteria for voting member eligibility and establish a committee for this purpose. Frank made a motion to form a committee to meet at noon before the Community Preparedness Committee meeting for a couple of meetings to accomplish this and that the criteria needs to include a clear mission of what we are doing. Carol seconded the motion. Motion carried.

New Inventory Requirements – There is nothing that is actually new, but the forms have been revised to include ALL, not just CERT's, AIs. DHS now requires tagging ALL equipment, not just large ticket items. This tagging will be different than the # tag.

FY09 CERT backpacks – the bid that was accepted was over the amount each group was asked to budget. The additional money needed will come for unspent money in the St. Louis Central budget.