



Meeting Minutes

Attendees: Wil Master, Marcus Martinez (High Desert eComm), Nick Hippisley-Coxe (American Red Cross, Venice Neighborhood Council, Mayor’s Crisis Response Team), Norman Yang (Buddhist Tzu Chi Foundation), Chris Petrakis (BICEPP, Getty Center), Dennis Smith, Cullen Armet (ENLA), Tashaka Starwell (LA County REACT), Alix Stayton (ENLA)

Agenda Item	Discussion	Actions	Responsible Party	Follow-Up Action/Date
Call to Order and Introductions			Cullen Armet	
Review and Approval of Previous Meeting’s Minutes	We did not discuss the previous meeting’s minutes		n/a	
New committee chair election discussion	<p>Call for nominees - Marcus Martinez is interested in the chair position, and so is Wil Master. Marcus’ org is currently a general ENLA member, and would need the board to waive the current requirement that the committee chair be an ENLA board member. This is fairly common for the Communications Committee. Wil could not act as chair without being at least an ENLA member; his organization is planning on joining soon. The committee has two choices; hold an election and choose between them, or elect co-chairs. Wil is willing to divide the chair duties with Marcus; Marcus is willing to take on a co-chair.</p> <p>There were no other nominations from the floor. The group would like to table the election until the next meeting, so that the candidates can send short position statements to the group.</p>	Cullen to create group email for the committee	Alix Stayton	

<p>New business</p>	<p>The committee needs to create (or update) a mission statement, and goals for the year. Alix will send the 2009 chair's mission and goals; there was not a clear mission statement or goals from the most recent chair.</p> <p>The ENLA staff would like the committee to consider the following as goals for the coming year or so:</p> <ol style="list-style-type: none"> 1. Create a crisis communications plan for ENLA (staff, officers and ENLA EOC representatives), perhaps as part of an updated EOP 2. Integrate different types of technologies into a system that ENLA members can use to communicate during and after a disaster, so that general and board members learn what types of technologies work for what kinds of communications and when 3. Plan at least two communications exercises that the entire ENLA membership can participate in, and plan to hold on a regular annual basis 	<p>Alix to send committee chair guidance doc to the group</p> <p>Alix to send 2009 mission and goals</p> <p>Alix to send old EOP</p>		
<p>Any Other Business</p>	<p>Alix asked for goals from the group; no one had a comment at this time. If anyone wants to add their personal or organizational goals for the committee to the next agenda, please email Cullen (cullen.armet@enla.org)</p>		<p>Alix Stayton</p>	
<p>Aug Communications Comm. Meeting and Adjourn</p>	<p>August conference call on 08-16-12 at 2pm. Call-in information will be provided when it becomes available</p>		<p>Cullen Armet</p>	