



## Emergency Network of Los Angeles Board Meeting Agenda March 8<sup>th</sup>, 2012 9am-11am

### Attendees

#### Voting board members (8)

Debra Boudreaux (Buddhist Tzu Chi Foundation), June Loo (Salvation Army), Brandy Welch (ARCLA), Jim Zoetewey (CRWRC), Becca Bloom (LA Works), Ken Frese (LSS-SW), Gilbert Gonzales (Volunteer Los Angeles), Ron Lopez (Catholic Charities)

#### Non-voting board members (3)

Stella Fogleman (LA County DPH), John Cvjetkovic (LA County DPSS), Alen Pijuan (LA City EMD),

#### Visitors, Alternates, General Members (5)

Patrick Dougherty (Calvary Chapel Burbank), Michael Barry (SBECS), Gary Stephen (Do Your Part), Richard Baker (World Vision), Asad Bandeali (Islamic Relief USA)

### Excused

#### Voting board members (1)

Jeff Dronkers (LA Regional Food Bank)

### Absent

#### Voting board members (4)

Jackie Russell (Faithful Central Bible Church), Doug Quisenberry (2-1-1 LA), Chuck Erikson (CA Southern Baptist Convention), Jason Yancey (Operation HOPE),

#### Non-voting board members (2)

Alisa Williams (LA County OEM), Karen Knipscheer-Cox (LA City Dept. of Animal Services)

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- I. Call to Order and Introductions (Brandy Welch)
  - II. Review and Approval of Previous Meeting's Minutes (Brandy Welch)
    - a. No quorum. A quorum was reached midway through the meeting, but we forgot to take a vote.
  - III. Treasurer's Report (Jim Zoetewey)
    - a. Report review
    - b. 2012 budget
  - IV. Government Partner Reports
    - a. DPSS - Regional Disaster Recovery workshop with the Alliance March 13-15; April 11 & 12 FAST training (for people with health care training); Lake Los Angeles recovery efforts continue (Southern Baptists don't want to continue cleaning until some County mitigation is completed, so their work is not washed away by the next rain. Some

### Cooperation, Communication, Coordination, Collaboration

Emergency Network of Los Angeles – the Los Angeles County VOAD (Voluntary Organizations Active in Disaster)

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cleanup is still needed by 3 or 4 residents; if your agency can help with mud removal at the remaining houses, please contact John C); there is a continuing after-action effort by the County re: Pasadena area windstorms (John C reported what ENLA members did in the template provided, but if your agency had comments on how things were handled, activities completed, or unmet needs, let Alix know and she will update John).

- b. LA County DPH – Stella is still acclimating. LACCCR workgroups are still meeting, the mini-grants are still moving forward, Stella will find out what the six languages are that LAUSD identified as most used in LA County.
- c. LA City EMD – there have been a lot of planned events in the last couple weeks (POTUS, VPOTUS visits; incoming president of China; Academy Awards). They are applying for 2012 UASI grants due on Tuesday to the Mayor's office.

#### V. Committee Reports

- a. Mass Care (Steve Meissner) – has not met
- b. Animal Services (Alix Stayton) – meets today
- c. Communications (Michael Barry) – shared amateur radio frequencies, schedule of training and meetings for 2012, and described the last two trainings provided (one at LA City EMD and one at Buddhist Tzu Chi Foundation). The next training will be held at the ARC EOC in Santa Monica (March 24<sup>th</sup>, 8:30a). To attend, click on the item on the ENLA calendar ([www.enla.org](http://www.enla.org)), and click on the link to rsvp to Michael Barry. Crawford Family Forum workshop on social media 03-14-12 (Cullen will forward info to the group).
- d. Development (Jason Yancey) – has not met
- e. Volunteer Management (Gilbert Gonzales) – topics to work on are: spontaneous volunteer management, legal questions and issues with volunteer management, and best practices in volunteer management.
- f. Emotional & Spiritual Care – has not met. Calls have been made to reconnect with leadership and have not been successful. Ken Frese offered to help re-energize the group. Alix has Tempie's old Interfaith Committee documents that she's happy to send to whoever starts things up again. Ken has a couple good documents to share (LA County Emotional & Spiritual Care guidance, and NVOAD's Interfaith Committee guidance).

#### VI. Old Business

- a. ENLA grant updates (Alix & Cullen)
- b. 2011 Annual Report (Alix Stayton) – Development Committee's results report could be included, stories about responses, Chair report, financial report (grantors and grant partners [BOC seat @ LA City]), LACCCR grant project and disaster resilience stuff, goals for coming year, needs for coming year, back page should be logos of all members, or a list of all members, something like that; could be board members by service sector. → Alix will bring a draft to the April meeting.
- c. 2012 Annual General Meeting (Brandy Welch) – June 21<sup>st</sup> at LA County EOC; the group feels we need a speaker to attract attendees; topics suggested are engaging CBOs and social media; Brandy asked the group for three board members to head up a committee to organize the meeting and she will ask the general members at the upcoming meeting

as well. Gilbert suggested a person or panel who has done immediate response; he's got an intern who worked in the Gulf Coast after Hurricane Katrina. If you're interested in working on the AGM committee, please contact Alix (info@enla.org).

- d. Group email/Yahoo Groups (Cullen Armet) – Cullen told the group that he's working on reinstating some type of group email; does anyone have the Yahoo Groups password? June will send Dean Richmond's contact info to Cullen to see if he's got it. Becca recommends Google+ instead, if we have to start something new. Alix would hope to keep the old one, because she can't see the members unless she is the account owner, and can't be the account owner without the password. She sent a test, to see if anyone's still reading those emails, and got a bunch of responses from people who are not current members or on any of our distribution lists. Worst case scenario, we'll send an email to the current Yahoo Groups letting them know what the new system/address will be.

## VII. New Business

- a. BICEPP presentation (Chris Petrakis) – Chris will try to attend next time.
- b. National Leadership Academy for the Public's Health project (Cullen Armet) – Cullen, Stella, another DPH staffer, and Trevor Rhodes from LA Community Clinic Assn. applied for and accepted a grant to receive leadership training via an online platform and webinars to increase the disaster resilience of the community through public health programs. 20 teams were selected nationwide; Cullen and Stella are part of the LA group.
- c. Annual VOAD Conference (Brandy Welch) – is there a benefit to sending an ENLA rep? Do we need to find the funds? Gilbert feels we don't have the money and would like to use what little resources we have to work on our current goals. Debra stated that they are working at Buddhist Tzu Chi Foundation to promote ENLA's contributions to county responses, social media training, etc to national partners. She thinks we should share these things with National VOAD partners, especially since the leadership at NVOAD is changing. June feels that we don't have the funding in the ENLA coffers, can we take some of this out of the grants? Brandy says we've looked into this and we can't. We did get money from CaliforniaVolunteers last year, but they haven't responded to our inquiries this year. Debra says that Tzu Chi is providing a workshop on the 10<sup>th</sup>; if we've got someone who can go, she can sponsor someone's travel and lodging. Michael Barry is available to go, and he will work out the registration fee with Brandy.
- d. ENLA backup procedures (Alix & Cullen) – staff has proposed both a physical hard drive backup and a cloud backup service. Brandy suggested that we do both; Michael suggested that we do just the hard drive and look into the cloud services more. Alix stated that we can purchase the hard drive under our current grants. The group decided to purchase the hard drive and put the cloud backup service on a wish list for the Development Committee to work on.
- e. Call-in options for ENLA board meetings at Silvercrest (Michael Barry) – Michael can create a cloud solution where everyone calls in, but doesn't recommend it. Michael suggests that we think about LiveStream and a Twitter stream. People using it would need to create a LiveStream account. That way, the people on the phone can only listen, but ask questions through the Twitter stream. The reason is, this is good practice for us to communicate the way we'll communicate during a disaster. Gilbert asked what

we need to do this; Michael says we need a camera, a phone, and a computer. The Twitter stream is one of the screens in the LiveStream, the other two screens are a video of the people in the room, and a chat box for people with logistical questions. Alix asked if we could do this, why haven't we been doing HSIN all this time. Charles at FEMA has been offering this for a long time, and we haven't been able to accept because we haven't had phone and internet connectivity. Michael says it's possible, but he doesn't recommend it. Brandy suggests that we use this month to prepare, and plan to do this in April. Michael will create a one-sheet of instructions and do a test group beforehand. The question is, if someone's logged in online, do they count toward the quorum? Alix states they do if they're on the phone.

VIII. Any Other Business

- a. Monica Montoya is doing a CAN convening in LA in April (probably the 23<sup>rd</sup> and 24<sup>th</sup>). CAN members come together to share their experience and best practices.

IX. Upcoming Meetings and Adjourn (June Loo)

- a. March 15<sup>th</sup> General Membership Meeting at LA City EOC
- b. April 12<sup>th</sup> meeting at Silvercrest with a call-in option