Emergency Network of Los Angeles
Board Meeting Minutes
April 12th, 2012 9am-11am

Attendees
Voting board members (6)
June Loo (Salvation Army), Brandy Welch (ARCLA), Jim Zoetewey (CRWRC), Ron Lopez (Catholic Charities), Jason Yancey (Operation HOPE), Mary Stewart (LSS-SW),

Non-voting board members (2)
Alen Pijuan (LA City EMD), Aizita Magana (LA DPH),

Visitors, Alternates, General Members (6)
Michael Barry (SBECS), Asad Bandeali (Islamic Relief USA), Lindsey Daniel (ARCLA), Gary Horn (Redondo Beach CERT), James Johnson (SRO Housing), Andres Manriquez (SRO Housing), Usha Murthy (SRO Housing)

Excused
Voting board members (2)
Jeff Dronkers (LA Regional Food Bank), Becca Bloom (LA Works),

Non-voting board members (1)
John Cvjetkovic (LA County DPSS),

Absent
Voting board members (5)
Jackie Russell (Faithful Central Bible Church), Doug Quisenberry (2-1-1 LA), Chuck Erikson (CA Southern Baptist Convention), Debra Boudreaux (Buddhist Tzu Chi Foundation), Gilbert Gonzales (Volunteer Los Angeles),

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) – no quorum for a vote

III. Treasurer's Report (Jim Zoetewey)

   a. Report review – Jim reviewed the current report. ENLA still has $35,000 left of the American Red Cross grant that we will continue to use to cover DPH grant expenses until we are reimbursed for them. Alix will stop billing that grant to manage our cash flow better, but her activities will remain the same.

b. 2012 budget – discussion tabled (executive committee developing)

IV. Government Partner Reports

a. LA City (Alen Pijuan) – USGS has been testing an earthquake early warning tool, and Alen has been participating through Cal Tech. EOC training is happening on April 17 and 18 (201 and 301, if you've already done your 101).

b. LA County DPH (Aizita Magana) – no particular update, they are looking forward to working with us to identify mini-grant recipients

V. Committee Reports

a. Communications (Michael Barry) – the committee will meet today; Michael is working on creating recorded training to put on the ENLA site

b. Development (Jason Yancey) – has met a couple of times, will continue to meet on the third Tuesday of the month at 11am. They haven't had good turnout at the calls yet, but Jason has so far described the types of collateral material he's looking to create for ENLA. They would include an explanation of the organization, and he'll be looking for information from us to provide highlights and details of what ENLA does and has accomplished. He's spoken to Canon about providing printing costs as an in-kind donation, and will hope to finalize that soon.

c. Animal Services – meeting Monday

d. Mass Care – meeting Apri 19th, Glendale Salvation Army

VI. Old Business

a. ENLA grant updates (Alix & Cullen) – grant update attached

b. Future DPH grant participation

i. Brandy stated that it is possible that the direction we'd like ENLA to go exceeds the capacity of the board to sustain; the board needs to decide how it would like ENLA to proceed with regards to the third phase of the DPH grant, but also in general.

ii. Alix distributed Strategic Plan Progress Report (attached) and described the ENLA functions that are being handled by staff, and those that need to be handled by board and general members. She also described functions that would need to be taken over by members if there were no staff to handle administrative activities.

iii. Michael Barry stated that if ENLA had collateral materials, all of us could take them out to potential partners and funders. He feels this is the most important activity we can do right now, or ENLA will lose its momentum and fail to continue to be a working VOAD.

iv. Alix asked the board members in attendance to think about whether they can get more involved than they currently are; if not, it's probably time to ramp down and transition ENLA functions to ENLA members. One thing all board members need to do is try to identify and train a working alternate, so if individuals cannot attend board meetings or transition out of their organizations, someone from the organization can continue to participate.

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

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v. Jason wants to poll the ENLA board members today about whether they can commit to becoming more active; he volunteered for the Development Committee to increase his participation in ENLA.

vi. Mary asked what information we need to develop the marketing materials. Alix stated that we have financial information and member/partners lists, but we need impact information. Jason states that this would be highlights from 2011 with regard to emergency preparedness, response and recovery activities for the year.

vii. Usha suggests that outcomes reporting is what we're talking about here; we need to collect results of programs, photos, stories, etc.

viii. Send all info to jason.yancey@operationhope.org.

ix. Usha asked if the board done its annual self-assessment? Brandy stated that it needs to happen between now and the Annual General Meeting on June 21st.

x. Ron asked about the cost of designing and printing the marketing piece; Jason has secured in-kind printing services from Canon. He has the template for several marketing pieces he can use to lay it out. Once there is a usable piece, Michael will try to set an appointment with the Port of Los Angeles to see if they can talk about funding (the port is looking for funding opportunities to spend out its budget).

xi. Michael Bamberger says ENLA should think about talking to the DMAC corporate partners for funding opportunities.

xii. Alix has reserved two pages in the ENLA Annual Report template for this information: one page for hard numbers, one page for stories and photos.

c. Alix asked if anyone had called Brandy to volunteer for the Annual General Meeting ad hoc committee? No one has so far. If people can make the time, please let Brandy know. If there is no AGM committee, we'll just hold the AGM at the County EOC where it is scheduled, and not do anything different.

VII. New Business

VIII. Any Other Business

IX. Upcoming Meeting and Adjourn (Brandy Welch)

a. May 10th Board Meeting at Silvercrest

b. Annual General Meeting June 21st 1-3pm, LA County EOC (1275 N. Eastern Avenue)

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