

Oregon Voluntary Agencies Active in Disaster
ORVOAD

MEETING AGENDA

September 15, 2009

2:00 - 4:00pm

211 Offices

621 SW Alder, Suite 810 Portland, OR 97205

1. Call to Order Phyllis Wright, President
2. Reflection
3. COOPERATION:
 - A. Introductions
 - B. Treasurer's Report Rhonda Whitney
 - C. By-Laws Review - Defining Membership Categories for ORVOAD Group Discussion
4. COORDINATION:
 - A. State Disaster Plan Updates Joseph Murray, OEM
 - a) Donations & Volunteer Management
 - b) ESF 6 - Mass Care
 - B. Disaster Response Updates Clatsop & Columbia Counties
 - a) Long-term Recovery Committee Reports Clackamas, Washington,
Yamhill Counties
 - C. Local COAD/VOAD Reports
5. COMMUNICATION:
 - A. July, 2009 Minutes Kelli Bagby
 - B. New ORVOAD Website Phyllis Wright
 - C. Introduction to 2-1-1 Oscar Rincones
6. COLLABORATION:
 - A. HINI Presentation OR Public Health Division
 - B. Downtown Portland Preparedness Activity Angie DeRouchie
7. Other Business As Needed
8. Next Meeting Date: Tuesday, November 17 - Location???
9. Adjourn

Oregon VOAD
Voluntary Organizations Active in Disaster
July 21, 2009 2:00 – 4:00
Salvation Army Rose Center

MEETING MINUTES - DRAFT

Attendance:

Alby, Dean - Oregon Food Bank
Bagby, Kelli - The Salvation Army
Carlson, Brent - Church of the Brethern
Dickson, Sam - Oregon Department of Human Services, AMH
Galle, Maria - Oregon Volunteers
Joy, Kathleen - Network of Oregon Volunteer Centers/Oregon Volunteers
Larsen, Charlene - Clatsop County Long-Term Disaster Recovery Committee
Larsen, Gary - Church of Latter Day Saints
Lasher, Alice - Clackamas County COAD
Pellecer, Sam - Adventist Community Services, Disaster Relief
Reuter, Scott - Clatsop County Long-Term Disaster Recovery Committee
Rincones, Oscar - 211info

Welcome & Introductions: Vice-President Kelli Bagby called the meeting to order at 2:05pm. Self-introductions were made.

Reflection: Kelli asked those present to reflect on the words of Dr. Martin Luther King, Jr. - *“Anybody can be great because anybody can serve”*.

Minutes: Approval of the minutes from the May 19 Annual Meeting as submitted was moved by Gary Larsen, seconded by Kathleen Joy, and approved.

Report from NVOAD conference: The conference was held in Salt Lake City from May 19-22, 2009. ORVOAD was represented by Wendy Colvin, Oscar Rincones, and Phyllis Wright. Kelli reported that Wendy Colvin and Phyllis Wright were unable to participate in this meeting, but had provided information on their participation - Wendy focused on Green Environment sessions and Phyllis concentrated her learning sessions on VOAD leadership.

Oscar was in attendance and reported on the benefit of the training to him and his organization, as well as ORVOAD. He developed new networks and brought back new communications ideas that will be useful in developing the ORVOAD disaster plan.

Report from Cascadia Peril exercise: Oregon Office of Emergency Management conducted a three-day recovery exercise as a wrap-up for Cascadia Peril on July 8-10. Sam Dickson, State of Oregon, and Dan Patchen, Adventist Community Services, attended all three days of the conference; Kathleen Joy attended for the first day only.

In Dan’s absence, Kathleen and Sam provided an overview of the event and their impressions. Out of more than 60 participants, Red Cross and ORVOAD were the only non-profit organizations in attendance. There were several businesses involved in their role as transportation providers.

The need for ORVOAD to be engaged in ongoing communication and exercises was discussed by the group. Sam recommended that ORVOAD become linked to the Health Alert Network (HAN), which provides emergency communication for health-related emergencies. Sam will provide information on how to connect with that network. He suggested that the ORVOAD Executive Committee identify appropriate representatives to be linked to the HAN. In discussing the need for ORVOAD members to participate in exercises, Sam reported that all hospitals in Oregon conduct two exercises each year, and that OR Public Health also exercises regularly. He will help us establish communications links with appropriate persons who can provide advance information on upcoming exercises.

As a result of ORVOAD participation in the Cascade Peril event, ORVOAD has also been invited to participate in the ESF #6 (Emergency Services Function) planning being led by the Oregon Department of Human Services. This function includes responsibility for sheltering, feeding, and mass distribution of supplies. Currently Red Cross is the only non-governmental organization involved in this planning group.

Old Business:

COAD Reports: In the absence of the coordinators, Kelli provided reports on new COAD development in two counties:

Washington County: Convener Sue Patterson reported that 35 people and one service dog attended the initial meeting on June 24 - eight participants volunteered to help develop an operating structure. The next meeting will be held on August 26 at the Tualatin Valley Fire and Rescue Administrative Headquarters in Aloha.

Yamhill County: Convener Angie DeRouchie reported that the group has not met since May. They would like to undertake a training drill that would provide an opportunity for them to determine their communications plan for occurrences. They are looking for a concise and simple plan that would link state and local connections. If you have information or sample documents, please contact Angie at angiedero@comcast.net

Dues, membership, and member disaster plans: Following the Annual Meeting, it was agreed by the Executive Committee that further discussion on membership categories and requirements was warranted. The EC determined that discussion should begin at the first meeting of the new program year (July). As a result, preliminary discussion took place at this meeting. Discussion centered on the current structure for dues and membership categories, as well as an earlier request for a copy of each member's disaster plan.

There was agreement that the membership criteria in the bylaws should be re-evaluated based on the most current information and practices from NVOAD - this might allow more organizations to participate as voting members, and to serve on the fledgling ORVOAD committees, which have been in formation since late winter, 2009. Proposed by-laws changes will be brought to the next meeting by the Executive Committee.

Due to confusion amongst participants as to what should constitute a member, there has been a limited response to requests for contact information that will be used in establishing an online directory and to develop the updated ORVOAD response plan. Several organizations in attendance stated that they did not have an agency/organization disaster plan, per se, and would be unable to provide one. The group discussed other mechanisms for obtaining information on services provided by participating groups in the event of disasters. This information is needed for internal planning, as well as for sharing with Oregon Emergency Management Division.

Dues notices will be distributed based on current membership criteria, with the understanding that additional conversations will take place on possible changes to the membership structure. Those present were encouraged to submit their dues payments upon receipt of the electronic invoice.

Committee Membership: The importance of identifying members to serve on the subcommittees that were created earlier in the year was then discussed. Those present completed information forms which provided contact information as well as allowed participants to volunteer to serve on and/or chair one of the new subcommittees.

New Business:

Meeting Time: Discussion then centered on meeting time. It was agreed that the meeting time would continue to be from 2:00 - 4:00pm.

Training: **Spontaneous Disaster Volunteer Management Training**
Oregon Civic Engagement Conference: October 1st (\$85 reg.) or 3rd (\$25 reg.), Salem OR
Taught by Faye Stone, North Carolina State Coordinator of Donations and Volunteer Management
Registration: www.oregonvolunteers.org

American Red Cross Shelter Operations & Shelter Logistics
Clackamas County COAD - August 1 & 8

Overnight Shelter Experience

Clackamas County COAD - September 25

COAD/Citizen Corps Mini-Conference

Clackamas County - November 4-8

This FREE mini conference is being planned to address the expressed desire of several organizations and citizens for MORE TRAINING. We understand that we have an INCREDIBLY talented population – so if you know of someone who can teach a class – or if you know of a class topic that folks are interested in, OR – if you would like to serve on the planning committee – Please contact Alice to let her know! Thank you...

Contact: Alice Lasher - sfd72fmo@hotmail.com

Host Agency Presentation: Kelli Bagby distributed materials and spoke about the role of The Salvation Army in local disaster response.

Announcements and Information:

Clatsop County Long-Term Disaster Recovery Committee: Scott and Charlene reported that they currently have 40 open cases - construction and tree-related for which they are using UMCOR funds. There are some FEMA and flood plain issues arising - there is only a 2-year moratorium on building inspection fees for disaster -impacted properties; this has the potential to increase future relief costs in areas where flood plain issues have not been completely resolved.

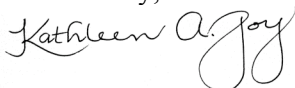
H1N1: Alice reported that health departments have a number of publications available on H1N1. It was suggested that we obtain information to share at the September meeting.

Vulnerable Populations: Oscar suggested that a possible program for the group could focus on vulnerable populations. He will send contact information for a multi-state trainer to the President.

Next meeting: The next meeting will be held Tuesday, Sept 15, 2009 at the offices of 211 info - 621 SW Alder St. in downtown Portland.

There being no further business, the meeting was adjourned at 4:05pm.

Submitted by,



Kathleen A. Joy
Secretary

ORVOAD
Oregon Voluntary Organizations Active in Disaster

PROPOSED BY-LAWS CHANGES
September 1, 2009

ARTICLE I
NAME and RELATIONSHIPS

Section 1.3 Current Language

VOAD is a community-based organization active in disaster.

Section 1.3 Proposed Language

COADs and VOADs are community-based organizations active in disaster.

ARTICLE III
MEMBERSHIP

Section 3.1 Current Language

Membership is open to organizations that are statewide or regional in scope and purpose, voluntary, and active in disasters. Member organizations shall have a disaster response program and policy for commitment of resources (i.e. personnel, funds, and equipment) to meet the needs of people affected by disaster, without discrimination. Members will support and promote the purpose of the organization.

Section 3.1 Proposed Language

Membership is open to organizations that are statewide or regional in scope and purpose, voluntary, and active in disasters. Member organizations shall have a disaster response program and policy for commitment of resources (i.e. personnel, funds, and equipment) to meet the needs of people affected by disaster, without discrimination. Members will support and promote the purpose of the organization. **Member organizations must be qualified as tax exempt under federal and state law.**

Section 3.2 Current Language

Members: Organizations who are members of NVOAD those qualified under Internal Revenue Service regulation 501(c)3. Any number of the organization's personnel may attend regular and annual meetings with the provision that each agency will have only one vote. There shall be no limit of members in the Member Category. Membership dues are required. Members may be appointed to committees and hold office in those committees (including the Executive Committee.)

Section 3.2 Proposed Language

Members: **[Organizations who are members of NVOAD those qualified under Internal Revenue Service regulation 501(c)3.]** Membership dues **to ORVOAD** are required **on an annual basis**. Any number of the **member** organization's personnel may attend regular and annual meetings with the provision that each agency will have only one vote. There shall be no limit of members in the Member Category. Member **representatives** may be appointed to committees and hold office in those committees (including the Executive Committee.)

Section 3.3 Current Language

Partners: Any government agency, business, or organization may become a Partner. Membership dues may be requested and are voluntary. Partners shall have no voting privilege. Any number of the organization's personnel may attend regular and annual meetings. There shall be no limit to the number of members in the Partner Category. Partners may be appointed to committees and hold office in those committees, excluding the Executive Committee.

Section 3.3 Proposed Language

Partners: Any government agency, business, or organization may become a Partner. Membership dues **are required**. Partners shall have no voting privilege. Any number of the organization's personnel may attend regular and annual meetings. There shall be no limit to the number of members in the Partner Category. **Dues paying partner representatives** may be appointed to committees. **(and hold office in those committees, excluding the Executive Committee)**

Section 3.4 Current Language

VOADs in Oregon are made up of regional, county or other sub-state geographic representation. They operate under the same core values and engage in the same basic activities as ORVOAD and NVOAD. VOADs must have a written and signed affiliation agreement with ORVOAD that gives them the right to use the VOAD name and trademark. This agreement must be renewed every three years just as ORVOAD does with NVOAD. ORVOAD will make the final determination of representatives to attend the regular meetings of ORVOAD. Membership dues may be required of VOADs.

Section 3.4 Proposed Language

Local Voluntary Agencies Active in Disaster (VOADs) and **Community Organizations Active in Disaster (COADs)** in Oregon are made up of regional, county or other sub-state geographic representation. They operate under the same core values and engage in the same basic activities as ORVOAD and NVOAD. **Local VOADs and COADs** must have a written and signed affiliation agreement with ORVOAD **(that gives them the right to use the VOAD name and trademark)**. This agreement must be renewed every three years just as ORVOAD does with NVOAD. **(ORVOAD will make the final determination of representatives to attend the regular meetings of ORVOAD)**. **Local VOADs and COADs are eligible to become partner organizations, paying dues at the Partner level, with all partner benefits and privileges. (Membership dues may be required of VOADs.)**
all members.