

LONG-TERM RECOVERY COMMITTEE

January 26, 2009 Meeting Summary

Present: Jamie Mahadeo Health and Human Services
Jon McKenzie IDEAS
Marion Sortore Florida VOAD
Stewart Stearns Community Foundation of Sarasota County
Pauline Tracy Health and Human Services
Bruce Wismer Presbyterian Disaster Assistance
Alex Young United Way of Sarasota

Marion mentioned that we have not completed the COAD brochure. She has mocked one up that will be transmitted to the committee electronically for review and comment. She has also prepared a draft of an agreement of mutual understanding to be developed between the COAD and those in surrounding counties. This will also be submitted electronically to the committee for review and comment.

Bruce asked that everyone be trained on all the forms by June 1. Marion advised that we are going to train the LTRC members on the basic language and format of the documents. Bruce suggested a morning breakfast meeting be held to accomplish this.

Jon asked how these forms fit in with the Tapestry/CAN software. Marion advised that these forms are based on the documents being used by CAN. Jon informed them that the data collected will need to be more compatible with how Tapestry accepts the data. The forms need to match the requirements of Tapestry to minimize the data translation effort. Jon will be contacting Liz Bowman with CAN and Grisel Hernandez who developed the forms to clarify these questions. Jon will report back to the committee at their next meeting regarding his progress in coordinating these forms with the software. He will also develop a graphic workflow of the process using the existing forms.

Pauline requested that the case management agencies be specifically invited to the next meeting to get their input on the forms. She will make personal calls to each Executive Director. It was also requested that Emergency Management be represented at these meetings as well.

Stewart requested that, should the February 9 Sarasota COAD meeting be cancelled, the Strike Teams meet to develop a presentation at the next COAD meeting regarding where they are now including future plans. Marion suggested that they prepare a list of the top 3 things that still need to be done should an imminent disaster occur.

Pauline suggested that Tammi and Michael come to the next meeting to do an ICS 100 refresher. Jamie will contact them to confirm.

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Alex pointed out that the forms provided are different from the LTRC Manual with regard to process. The forms need to be revised to coincide with the descriptions and processes set out in the manual. Discussion ensued regarding the responsibilities of the Unmet Needs Committee versus the LTRC Leadership Team and the definition of an established case management agency.

A drill was suggested to see what is missing in the process and what can be done better. Discussion ensued regarding the difference between and LTRC and an LTRO. Should an event hit close to home, an LTRO may need to be developed on short notice. Questions were asked regarding who will accept responsibility to keep the documents pertinent to the process.

The Florida VOAD meeting will be held on March 9. Discussion ensued regarding who from the Sarasota COAD needs to be in attendance either briefly or for the entire meeting. The COAD meeting is currently scheduled for March 9. Stewart suggested that we wait until the next LTRC meeting to decide when the next COAD meeting will be held.

Next Meeting

The next Long-Term Recovery Committee meeting will be held on February 23, 2009 at 3:30 at the Health and Human Services Building, 2200 Ringling Boulevard, Room 2063. The agenda will include reports on CAN documents, a review of a flow chart on the process, and how to get the key players to the table.