

Sarasota Community Organizations Active in Disasters Volunteers and Donations Strike Team

November 4, 2010 Meeting Summary

Present:

James DuPlantier, Friendship Volunteer Center
Curtis Hencye, Calvary Chapel Relief Ministries
Kathy LaPietra, American Red Cross
Jamie Mahadeo, Sarasota County Health and Human Services
Jennifer Ourednik, Sarasota County Health and Human Services
Vince Riva, Sarasota County Sheriff's Office
Jim Sortore, St. John's United Methodist Church
Marion Sortore, Florida VOAD / United Methodist Church
Gary Valinski, Sarasota County Health and Human Services
Justin Vibbard, Adventist Community Services
Sunie Wood, Sarasota County Health and Human Services

Justin Vibbard welcomed attendees. Self introductions were made. The meeting summary for the September 9, 2010 meeting was approved without correction.

Donations Worksite Facility Survey

Justin led the discussion of the need for an advance site survey for potential donation collection sites. Marion Sortore suggested that it might help to list the potential types of collections we may be call upon to do then match the needs with the information collected in the site surveys to find the ideal location for a particular event. Discussion ensued regarding the types of scenarios that could arise. Marion suggested that we cross reference our potential sites with Scott Montgomery who maintains the list of POD sites. We don't want to make plans to use a site that has already been designated for another use.

Justin suggested that we expand our list beyond the list of faith-based organizations maintained by Friendship Volunteer Center to include other community buildings that might be suitable. Sites such as the Girl Scout facility, small parks and recreation facilities, etc., were discussed. It was noted that even those facilities that are being used for another purpose post-event such as Robards Arena or the municipal auditorium may be available for 'off-cycle' collection efforts and should not be taken off the list.

We need to develop a strategy to prepare a list of venues – marketing plan, communications strategy, etc. We should get the list from Scott and use that as the basis for our plan.

Jamie mentioned that we will need to 'sell our product' to the potential site managers/owners before they will let us in the door to do a site evaluation. Perhaps Dianne Shipley can help get us started in developing a communications plan and information pamphlets on our mission and purpose.

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Purposes for site evaluations:

- Collection center
- Distribution center
- Volunteer Reception Center

Discussion ensued regarding the need for having dual purpose site evaluation forms to evaluate the same site for all purposes previously mentioned.

Jamie asked if Justin and James would help put together a site evaluation form based on the form Justin has prepared for this meeting. It was discussed that a work group be developed to put together the introductory information pamphlets to be given to potential site owners.

Staff Note:

In putting together the section for Volunteer Reception Centers, we can use the information we have gathered for the agreement between the County and Friendship Volunteer Center.

Inaki Rezola has sent Justin the ARC facility survey that we can use in the development of our form as well.

Justin asked if any of the other strike teams will need to use the information we are gathering. Perhaps we should get their input on the form as well.

It was noted that the same people will not be doing each site evaluation. Perhaps a set of instruction on how to do the evaluation will be helpful to ensure the evaluations are comparable to each other once they are returned. It was noted that the instructions should include a list of things to take on the trip such as tape measures, etc.

James noted that it may be good to solicit the interest of the other strike teams in participating in the development of this form at today's COAD meeting.

It was suggested that the Property Appraiser's database may help when evaluating these sites (prior to the site visit).

Jamie noted that the site evaluation for the VRC's will include a site map to guide the individual who will be responsible for setting up the site. In the case of the VRC, it is likely that the site will be set up by a volunteer with limited knowledge of site operations.

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Volunteer Registration Form

Jamie asked everyone for feedback on the new VRC Volunteer Registration Form developed in conjunction with American Red Cross. This form will eventually be made in triplicate so the original can be kept by ESF 15, with a copy for the volunteer, and one for the receiving agency.

James suggested that the email line carry across the whole page to accommodate long email addresses. Jamie will be re-formatting the form to take care of this type of issue. She will also submit the form for review by County Risk Management.

Marion noted that the next FIND meeting will include information on volunteer liability laws. She will be attending the meeting and will bring back any pertinent information that may be provided.

The consensus was to call the form the "Disaster Volunteer Registration Form."

Disaster Training Wish List

Discussion ensued regarding the types of training that the members would like to participate in such as Donations Management (no credentials) and Community Preparedness Training. Additional information will be discussed at the COAD meeting.

Next Meeting

The next bi-monthly meeting of the Volunteer and Donations Strike Team will be held on January 13, 2011 at 9:00 a.m. at the Salvation Army on 10th Street.