

DEVOAD MEETING

April 18, 2018 10:00 am – 12:00 pm

DEMA Office – Smyrna, DE

Attending: Ms. Carol Abbott (Wyoming United Methodist Church), Mr. Carl Acker (Am. Radio Relay League), Ms. D-C Brown (Friends for Rescue and Pet Care Inc.), Mr. Bill Duveneck (Am. Radio Relay League), Mr. Frank Filipkowski (Am. Radio Relay League), Ms. Judith Gregory (Secretary)(Epis. Dio of DE), Mr. Phil Greenhouse (DE Repeaters Assoc.), Mr. Chris Hodgden (NCC OEM), Ms. Mei Johnson (DEMA), Mr. Jim Richmond (American Red Cross), Mr. Tyler Rivera (Sr. Chris Coons Office), Mr. Larry Sullivan (Chair) (Commodore Center), Mr. Ron Templeman (Communications Officer)(Operation BBQ Relief) , Ms. Karen Townsend (DEMA), and Ms. Grishka Woodie (Adventist Community Service Center)

Guests: None

The meeting was **called to order** by Mr. Larry Sullivan who welcomed everyone.

Minutes of Last Meeting: A motion was made by Ron Templeman and seconded by Jim Richmond to accept the minutes from the January 18, 2018 meeting. The motion passed UNANIMOUSLY. Judith Gregory will send the minutes from the January meeting to Larry Sullivan for posting to the website. [DEVOAD](#)

Chairperson's Report/Updates:

- In an effort to reduce the confusion about the purpose of DEVOAD, Larry Sullivan provided a page from DEVOAD's By-laws which stated the mission of this organization and the six methods use to carry out the mission. *See attachment.*
- One method utilized is to *Coordinate* the efforts of our partners. Larry asked that each member provide updates to our Capabilities Roster. Larry is requesting 1) Organization's Name, 2) Primary Contact's Name, Phone # and email address, and 3) the same for a Second Contact.
- He also requests that each organization think about the ways we can assist whether in goods, or volunteers, or shelters, etc. Please provide this information when you submit the contact information requested above.

Communications Chair: Ron Templeman reminded the Committee about the importance of getting the word out on the work that DEVOAD does.

- Please check out the website by the link above or at our Facebook Page. Post your efforts in pictures. Spread the word about the work being done.
- Tweet using @DEVOAD

Treasurer's Report: In the absence of a new Treasurer, Larry Sullivan reported that the balance in the checking Account at TD Bank is \$3,055.24. Larry will address the need for a new volunteer in this position later in the meeting. The activity of the Operational Budget was a check for dues and the monthly bank charge.

- The Program Budget will be developed when there is a Treasurer.

Quarterly Radiological Exercise Discussion:

This graded bi-annual FEMA exercise will take place on May 22. These tests concentrate on either security, evacuations, releases and other topics. This event centers on the plume zone within the 10 mile radius. This leads to the need for more volunteers to be trained for the Emergency Operation Office (EOC). If you are interested, please contact Larry Sullivan. . Karen Townsend mentioned the introductory free classes for Introduction to the EOC (EOC 101) or the Introduction to the National Incident Management System .To enroll an individual should set up an account with the Delaware Learning Center. [De Learning Center Registration](#). Mei Johnson (DEMA – Citizens Corp) also mentioned public training that is available.

Old Business – Program Budget:

As mentioned at the meeting in January, the putting together of the program for the upcoming year is usually the work of the Executive Committee. Until the votes for a new Vice-Chair and Treasurer take place, this work needs to move to later in the calendar years. However some thoughts are as follows:

- Facilitate the use of funds within our DEVOAD region.
- Remember that we support and do not actually do the work of Relief.
- If there is a shelter up and running, food will be needed for the workers.
- The way to accomplish this is to provide funds to an entity such as the Red Cross. This way the ARC does not need to work through their corporate headquarters for reimbursement.

Currently the ARC in Delaware provides funds for an exercise and then submits receipts for reimbursement. What ARC in Delaware discovered was that the reimbursement did not go to the ARC in Delaware but the National Office. After some discussion, a motion for DEVOAD to provide funds to the ARC for food which would then be reimbursed to DEVOAD was made by Judith Gregory and seconded by Ron Templeman. The amount of funds will be determined after the event. Motion passed UNANIMOUSLY.

New Business:

- Larry Sullivan will be visiting with the Wilmington Kiwanis Club to learn if their organization might have a place in the work of DEVOAD. He will report back. Anyone knowing of another service organization that might welcome DEVOAD, please let Larry know.
- With the moving on of Chris Young to the position of National Director for Operations for the Red Cross based in Fairfax VA, DEVOAD needs to replace him. Jim Richmond has offered to fill this position. Judith Gregory made the motion to accept his offer and Ron Templeman seconded. Motion carried UNANIMOUSLY. Welcome our new Vice Chair.
- Jim Richmond again stressed the need for the members to update their point of contacts, their membership information. And, he stressed the all to be aware of Social Media.
- These are the list of our current members, in no particular order:

1. Charity Cross
 2. Adventist Community Service Center
 3. Commodore Center
 4. American Radio Relay League
 5. Baptist Convention MD/DE
 6. Operation BBQ
 7. Peninsula UMC
 8. Salvation Army
 9. American Red Cross
 10. DE. Medical Response Corporation
 11. The Episcopal Church in DE.
- **If this list is incorrect please let Judith Gregory know.**
 - How do we grow? Have we proven ourselves as an asset? Do we have access to someone at the News Journal?

Being no further business the meeting was adjourned.

*****Next Meeting*****

July 18, 2018

New Time – 10 AM - Noon

Location TBD