

**DRAFT MINUTES  
DEVOAD MEETING 20 JULY 2016  
DEMA, SMYRNA, DE**

This meeting was held in conjunction with the regularly scheduled Delaware Citizens Corps meeting at DEMA, Smyrna, DE convening at 10:00 am. The DEVOAD portion convened at 11:15am.

A total of 18 persons attended the meeting, representing the following organizations: American Red Cross (ARC); Commodore Center; Delaware Citizens Corps; Delaware Economic Development Office (DEDO); DEMA; DHSS Office of Volunteerism; Delaware Medical Reserve Corps (DMRC); Delaware Army National Guard; Operation BBQ Relief; Mid-Atlantic Baptist Network; NCC OEM; Pen-Del UMC; and Team Rubicon.

DEVOAD Vice Chairperson Chris Young (ARC) led the meeting, as Chairperson Dave Venables (Team Rubicon) was on deployment in Wisconsin. Other officers present included Secretary Dave Scott (NCC OEM) and Treasurer Larry Sullivan (Commodore Center).

Motion to approve the agenda was unanimously approved. A copy of the agenda will be appended to the approved copy of these minutes. Motion to approve the minutes of the 20 April 2016 meeting was unanimously approved.

Karen Townsend (DEMA) advised attendees about the upcoming Management of Spontaneous Volunteers training that DEMA was sponsoring on 8 Sept 2016 at DEMA.

Planning Committee Chairperson Eric Morgan (DEMA) briefed on the draft Volunteer Reception Center (VRC) Plan which has been submitted to DEMA for review. Eric also noted that DEVOAD needs more certified Emergency Operation Center watch standers to be able to staff upcoming exercises as well as real life events. Eric also solicited help in planning for Mass Care events. In that regard, he mentioned the upcoming DEMA sponsored Statewide Shelter Exercise; this is a two stage event beginning with a Shelter Workshop on 28 July at the Kent County Office of Public Safety, followed by a Functional Shelter Exercise to be held at Dover High School on Saturday 6 August. DEVOAD participation in the live feeding aspects of the 6 August functional exercise was strongly encouraged. Secretary Dave Scott said he'd send out another e-mail solicitation to DEVOAD members to inspire involvement.

Tony Lee (DEMA) briefed on several Mass Care exercises scheduled for the May/June 2017 time frame, which will focus on donations management and volunteer reception and coordination.

Rich Walton (Pen-Del UMC), Faith Based Outreach Committee Chairperson, noted he was awaiting information on upcoming training on active shooter incidents in houses of worship.

Larry Sullivan presented the Treasurer's Report. As of today's meeting the account balance is \$2466.59. A copy of the Account Report as of 20 July 2016 is appended to these minutes. Larry also reported that he has a new business address: 600 Shallcross Lake Rd, Middletown, DE 19709, phone 464-8626 (go-human).

April Willey (DE Office of Volunteerism) briefed on the agency's new web page,

[www.Volunteerdelaware.org](http://www.Volunteerdelaware.org) , and she passed out a flyer outlining a variety of volunteer options available to interested persons. She also discussed how to nominate worthy persons for volunteerism awards.

OLD BUSINESS:

No old business introduced at this meeting.

NEW BUSINESS:

Vice Chairperson Young reminded attendees that the terms for the current slate of officers are up in January 2017 (By Laws Article III). Per Article III, Paragraph B, nominations for new officers shall be made not later than the quarterly meeting immediately preceding the expiration of the current officers existing terms of office. Thus nominations for the 2017 slate of officers shall be made not later than October 2016.

Chris then called for nominations. Ellen Udovich (Mid Atlantic Baptist Network) nominated Dave Venables for a second term as Chairperson. Larry Sullivan nominated Chris Young for a second term as Vice Chair; Chris accepted the nomination. Ron Templeman (Operation BBQ Rescue) nominated Larry Sullivan for a second term as Treasurer; Larry accepted. Eric Morgan nominated Dave Scott for a second term as Secretary; Dave accepted. Additional nominations will be accepted until the next Quarterly meeting, scheduled for 19 October 2016, at which time elections will be held for the aforementioned officers, with new 2 year terms beginning in 2017. Additional nominations may be forwarded to Secretary Scott at [dscott@nccde.org](mailto:dscott@nccde.org) up to the 19 October meeting.

The various member organization reps present at today's meeting gave short updates on their organizations' current activities and projects.

Chris advised everyone about some updates to the DEVOAD website, [www.devoid.community.us.org](http://www.devoid.community.us.org). He encouraged member representatives to advertise our website to partners and stakeholders.

Next Quarterly Meeting will be 19 October 2016 at DEMA starting at 11:00am.

This meeting adjourned at 1:00pm.