

# CENTRAL VIRGINIA EMERGENCY MANAGEMENT ALLIANCE Planning Committee



Wednesday, July 18th @ 2 pm | WebEx & RRPDC

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## Minutes

### In attendance:

**Anna McRay, Henrico, Chair**

Lori Dachille, VDEM

Jada Smith, RRPDC

Katie Moody, RRPDC

Ben Ruppert, Hopewell

Sherri Laffoon, Chesterfield

Martha Shickle, RRPDC

1. **Welcome and Introductions.** The Chair, Anna McRay called the meeting to order at 2:04 pm.
2. New Business
  - **Hazard Mitigation update.** Not really any new updates. Jada reported that she is still waiting to hear back from Colonial Heights. She will contact Beverly to check on her status. Lori has been pushing out some Benefit Cost Analysis training for the hazard mitigation grants. We will work on pushing out this training to the committee. The grants have not opened yet but will soon.
  - **FY17 THIRA Update.** What have we decided to do to continue this project? Help other localities develop their THIRA's? Anna is getting the impression that most localities don't want to do this. However, we could use it to step further with the existing communities – but we should start this soon. Ben suggested a change in scope if it is in the planning vein. We could take some of the things we already know and get some planning assistance – THIRA document is already large and may not be able to get through a revision of it in the timeline. Anna suggested taking the top 3 threats, possibility, and focusing on these. We could use this money to make some progress on regional planning in coordination with the THIRA and coming to an agreement on functions and positions.
    - Martha suggested that we write up a scope of what we want to do and send to Lisa to make sure that it still is consistent with what is already approved in the grant. She also asked if there are any specific

contractor firms that we should contact before we announce this – to end up with a contractor that isn't receptive (such as with the HMP). Lori said that she would check with her procurement department and see if they could pull a list of contractors that they use or those in EVA.

- **Regional Recovery Plan.** Anna submitted the FY18 proposal for this project. Both Ben and Anna sat on an SME Committee to look at proposals.
- **The Community Foundation** – Sherri updated that the PO Committee met last Monday, and we also had a discussion after last month's CVEMA meeting. We are in the process of developing a "lunch and learn" that is around 30 minutes, that could be presented to businesses during their volunteer days. Businesses would purchase and provide the materials, and employees (during the event) would make the kits and donate the additional to CVEMA. In return, we would offer a presentation on preparedness to their employees. Martha suggested having two presentations – one geared towards the people and one to businesses, based on what they prefer. Some localities already have presentations – they will send to Katie to consolidate.
  - Ben suggested that the committees should come up with a "laundry list" of things that can be "sold" or marketed to those companies that we are asking donations for.
  - Sherri also noted that we need to work on the Community Foundation "Task Force," which would also be the Finance Committee.
  - Martha said that she and Katie, Katherine, and Vanessa would begin working on the policies and procedures needed to set the fund up.
- **Other Updates**
  - Anna proposed that it is the time to possibly looking at an update of the Strategic Plan. Looking at the Nov-Dec meetings to get the committee goals and status updates of the grants. Also waiting to see what grants we receive for the upcoming year.
  - It is also time to think about officers for the upcoming year. We will need to look at a new president since Ben has served 3 consecutive terms.
  - The Regional IMT has been involved in helping the team in Charlottesville prepare for the Unite the Right event in August. Anna is also going to support.
  - Ben and Sherri went to the CCTA workshop. Looking at a regional active response SOP. Since we don't have a regional operations committee, we are working on how to push this out to the region.
  - DHS is having a conference call on July 23rd on their annual data call. Katie sent out an email to the committee to remind everyone, and for them to have their data ready.

**3. Adjourn** – The Chair ended the meeting at 2:50pm.

**Next meeting: Wednesday, August 15th, 2018, WebEx**