

CENTRAL VIRGINIA EMERGENCY MANAGEMENT ALLIANCE Planning Committee



Wednesday, September 19th @ 2 pm | WebEx

Minutes

In attendance:

Anna McRay, Henrico, Chair

Katie Moody, RRPDC

Ben Ruppert, Hopewell

Sherri Laffoon, Chesterfield

Kate Hale, New Kent

1. **Welcome and Introductions.** The Chair, Anna McRay called the meeting to order at 2:00 pm.
2. New Business
 - **Hazard Mitigation update.** Katie Moody reported that we have received the approval for the HMG from Colonial Heights. We are still waiting on Petersburg and Jarratt. She would reach out to Lori to find out the Petersburg contact, and get in touch with Mark Bittner at Crater PDC.
 - **FY17 THIRA Update.** Ben and Katie have been in correspondence on the project. Katherine Busser here at the PDC has been working on the RFP with Martha. They would have a draft to circulate to the committee in the next week. The draft will be based on the HMG and THIRA original RFP. The Chair thanked Ben for stepping forward and assisting with this project.
 - **Regional Recovery Plan.** Anna is excited that we were able to receive this grant. Henrico County will receive the letter. She would provide an outline of the proposal/framework, and possibly get some vendors' proposals by November to review by the holidays. Ben suggested that when we write the RFP that we can write up a possible "add on" for the Regional Recovery Plan, to use the same contractor to streamline the plans.
 - **The Community Foundation** – Sherri updated that the Community Foundation project is moving forward. The Executive Committee approved the Fund Letter from CF considering the recent hurricane event. Ben informed the committee that at the last meeting with CF, there would be two separate funds created – a disaster recovery fund and a disaster preparedness fund. The public would not notice the difference between the two, but we would have the ability to move funds back and forth between

without any fees. Katie noted that Martha had suggested possibly having a press release or news release to let everyone know that the fund is available. Sherri requested that a one-page flyer or info packet be created to let all of the LEPC organizations know that the fund is available and what the money would be used from. Katie noted that the WCG will be working on deliverables for our rebranding project, which include those for the funds – but it could be a couple months before we have these materials. We could come up with something temporary in the meantime.

- **Other updates**

- Anna has been receiving committee updates from the various committees. She will hopefully have something ready for the December meeting.

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

Next meeting: Wednesday, November 21st, 2018, WebEx