

CENTRAL VIRGINIA EMERGENCY MANAGEMENT ALLIANCE

Public Outreach Committee

Monday, January 22, 2018 10:30 am

Richmond Regional Planning District Commission | 9211 Forest Hill Ave Suite 200 RVA 23235



Minutes

In attendance:

Beverley Brandt, Colonial Heights, Vice Chair	Altise Street, 211
Ben Ruppert, Hopewell	Jada Smith, RRPDC
Kate Bausman, Richmond City HD	Robert Foresman, Henrico
Nick Sheffield, Dinwiddie	Sherri Laffoon, Chesterfield
Bob Thompson, Henrico	Donald Hunter, Prince George
Martha Shickle, RRPDC	Jessica Robinson, Chesterfield
Mark Felton, Prince George	

- 1. Welcome and Introductions.** The Vice -Chair called the meeting to order at 10:32 am, welcomed everyone, and invited introductions.
- 2. Approval of the minutes from November 20, 2017 meeting.** Robert Foresman moved approval. Donald Hunter seconded. Motion carried without further discussion.
- 3. Old Business**
 - **Business Continuity Project Status** |The Vice-Chair reported that the end of February, the Committee will move forward with the Business Continuity video.
 - **FY16 SHSP Grant** | Sherri Laffoon reported that there still \$58,434.43 left to spend before March 1st. The Vice-Chair proposed utilizing some of the grant fund to market Survivor Day, printing for Citizen Preparedness Guide, and possibly replacing Survivor Kit backpacks if they are damaged and purchasing additional ones.
- 4. New Business**
 - **Preparedness Guide** |Jada Smith reported that the update on the Preparedness Guide are not complete yet. Chuck Gates, RRPDC will finish changes and send out to the Committee by

the end of the week. Martha stated she will talk to Chuck and ensure the updates are completed by the end of the week.

- **FY17 SHSP Grants** | Jada Smith reported that received \$80,000.00 grant funding for Whole Community Preparedness and \$10,000.00 for Regional CERT. Ms. Smith stated that the RRPDC holds the fiduciary responsibility for all five FY17 SHSP Grants. Logistically, the RRPDC will make the payment request for the localities and request reimbursement from VDEM. Regarding printing for the Preparedness guides, Sherri suggested that funds from FY16 grant be used to purchase guide for Survivor Day. While, additional guides be purchased with the FY17 grant.
- **Survivor Day Media Campaign 2018** | The 9th Survivor Day is on April 21st, 2018. The Vice-Chair proposed an additional Public Outreach meeting on outlining the logistics of Survivor Day and the overall budget for FY17 SHSP grant. The meeting will be held at 9:30-10:30 am at Eanes-Pittman Public Safety Training Center, Classroom C. Ben Ruppert suggest that CreateAthon@VCU work on advertisements and branding for Survivor Day, rather than overall preparedness.
- **CERT Regional Train-the-Trainer & Program Manager Course Update** | The CERT Regional Trainer-the-Trainer course is on February 16th – 17th. The Program Manager courses is scheduled on February 18th. The max participants is 25 for both train-the-trainer and program manager course.

5. Open discussion, comments, and announcements.

Colonial Heights, Beverley Brandt: The Vice-Chair reported that Colonial Heights is having its CERT class. The Vice-Chair also reported that the City is working with its libraries and Parks & Recreation Department in implementing the Pillowcase Project.

Ben Ruppert, Hopewell: reported out on the THIRA workshop on January 11th, 2018. Ruppert stated that once Dewberry sends out the final draft of the THIRA; the committees should review capability targets, apply the results, and estimated impacts with its members. As stated before, this will be essential in requesting further grant funding for CVEMA.

Chesterfield, Sherri Laffoon: introduced the new Public Outreach Coordinator, Jess Robinson.

6. Next meeting: Monday, February 26, at 10:30 am at the Richmond Regional Planning District Commission.

Respectfully submitted,
Jada Smith