

CENTRAL VIRGINIA EMERGENCY MANAGEMENT ALLIANCE

Public Outreach Committee

Monday, July 16th, 2018 10:30 am

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



Minutes

Kathy Robins, Richmond OEM	Bob Thompson, Henrico
Martha Shickle, RRPDC	Katie Moody, RRPDC
Beverly Brandt, Colonial Heights	Katherine Busser, RRPDC
Nick Sheffield, Dinwiddie	Jessica Robison, Chesterfield
Katie McHugh, Richmond HD	Maria Biava, Red Cross
Carl Knoblock, US Small Business Administration	Deborah Whitacre, VDH
Altise Street, 211	Sherri Laffoon, Chesterfield
Jada Smith, RRPDC	

1. **Welcome and Introductions.** Beverly Brandt called the meeting to order at 10:30 am, welcomed everyone, and invited introductions.
2. **Approval of the minutes from June 18th, 2018 meeting.** Kathy Robins moved approval. Sherri Laffoon seconded. Motion carried without further discussion.
3. **New Business**
 - **FY17 SHSP Public Outreach Grant (\$64,561.17 remaining)**
 - **Update on grant purchases** – Katie Moody reported that the PDC purchased more preparedness guides – 5,000 were delivered last Monday, on July 11th. We also purchased some pet CPR manikins that were purchased through the CERT grant and delivered to Donald in Prince George. These are for regional use and training. We have encumbered about \$6,000 of the \$10,000 CERT grant – Katie suggested that we don't spend any of the CERT funds until the exercise. Beverly anticipated that we would only need to purchase food and t-shirts with the rest of the grant money.
 - **Current inventory** – Katie and Jada noted that we are low on a few things, including can openers, File of Life magnets, etc. We have plenty of flash lights, thermometers, and Spanish guides and CD's. The Spanish guides are the older version. We do not currently have an inventory of the Survivor Day backpacks. Jess said that she will be working on this soon. Donald is also holding a supply of backpacks in PG. Beverly noted that we should update our inventory lists to include the most current purchases and locations.

- **FY18 Grant Quarterly Report** – Katie Moody reported that all the regional grant reports were submitted last week on EGMS.
- **NADO Innovation Award** – Katie Moody updated that the PDC is applying for a NADO Innovation Award for Survivor Day. The application is due this Friday, July 20th.
- **Community Foundation** – Sherri Laffoon updated that the CVEMA Executive Committee is currently working with the CF to create a 45 min “Lunch and Learn” emergency preparedness presentation to give to their employees, and possibility receive a donation if the businesses were willing to create emergency kits. Carl noted that most businesses would probably want it closer to 30 minutes.
- **Business Survivor Day** – Beverly noted that we have applied for a \$10,000 grant for BSD. In the past, the presentation was excellent but the attendance was low, so we have decided to create videos. We hope that this would be a better way to reach businesses.

4. Roundtable/Open Discussion

Katie Moody (RRPDC)– There will be a Cyber Security workshop at next Thursday’s CVEMA meeting. Please share with your department’s IT people.

Jada Smith (RRPDC) – Asked if it would be possible for localities to customize the emergency preparedness guides to their own localities?

Kathy Robins (Chesterfield) – Prepare-A-thon is scheduled at the Science Museum for the end of August. The NRA Convention is also in September at the Richmond Convention Center. There is a possibility the CSA group could be returning. Also reported that she is leaving Richmond in August 16th.

Deborah Whitacre (VDH) – Mike Magner is currently on military training leave.

Jess Robison (Chesterfield) – Attended the National Homeland Security conference last week and got a lot of great Public Outreach ideas. Holding a shelter training class, and two CERT classes next month.

Beverly Brandt (Colonial Heights) – Jada created a Business Continuity Plan and Child Care Plan for the City. The BCP is now on the website. The City is also working on an exercise with the schools – a “bus” accident.

Sherri Laffoon (Chesterfield) – Holding active shooter exercise in Chesterfield on August 11th. Please let Sherri know if you want to participate. Jess will forward the sign-up link and Katie will send it out.

5. Next meeting: **Monday, August 20th, 2018** at 10:30 am at the Richmond Regional Planning District Commission.

6. Adjourn.