

ORVOAD Special Executive Board Meeting Minutes

June 28, 2018



Attendance: *13 members*

In the room (10):

Alice Busch - Multnomah County Emergency Management
Charlene Larsen, Lutheran Disaster Response, Vice President-Rural
Justin Ross, Multnomah County EM
Laura Pasco - Adventist Community Services
Michelle Hamrick - American Red Cross
Robert Worlock, Church of Scientology Disaster Response
Tim Lambert - Operation BBQ Relief
Wendy Colvin, Mennonite Disaster Service
Jan Wierima, Oregon Synod
Missed ...

On phone (3):

Karen Layng, Oregon Office of Emergency Management
Steve Sirkin - Jewish Federation
Kate Castenson, Mercy Corps

Agenda

Welcome and Introductions
Mission and Purpose
State of ORVOAD
-Board Composition
-Successes and pitfalls
-Re-envisioning process
 -Timelines
 -Options
 - Facilitations
Next steps

Called to order by Michelle Hamrick - President - 1:05 PM

Looking for an open discussion among current and past board, this is to be an exchange, opportunity to transfer information, tips, tricks, and traps, and allow the new board to ask questions.

Bring groups together, facilitate discussion of assets, answer call for resources in a timely manner.

Set a couple important basics, the 4 Cs.

34 current, paid members, noted in bold on the web site.

Mission- purpose and objectives of bylaws, look at board composition

Mission - Secretary and VP (missing) - Brent for three more days - get these filled

Start discussions - all on the same page for strategy

1. Who's at the table of the 34 listed and how do we bring them back in?

Charlene-lots of members were at the Mountain West VOAD (MWV) Conference so have those identified. Last two meetings, good cross section. She did outreach to different organizations and some new ones. On one is really the best way to engage them

Alice-ORVOAD had Strat. plan. Under minutes/bylaws, very last one done.

Laura- Glad for business representatives, PGE. Would like to see National VOAD and one of their reps in the local region

Alice-Objective better to identify who should be for functional vs strategic.

Michelle-Ties in to Org chart, hierarchy and actions. To identify the gap, get a task force activated

Wendy-Team Rubicon has new rep to ORVOAD, plan to be more active

Charlene- 211 and Oregon volunteers

Tim-Organizational communication most important - builds into communication-driven logistics. Get selves connected to orgs, churches. Better communication to engage in meetings. Formulate strategy

Wendy- membership committee but no meetings called in last couple of years

Charlene-had weekly communications but data should be coming

Wendy-Wendy is getting info from various groups via email. Key is to redirect these to Michelle and the committee

Laura- missing specs of not getting people to meetings. Strat plan-good words and graphs, high level, framework, but not what ORVOAD is supposed to actually do. So, something as board, this is what we should be doing for July 17 meetings. What/how actually done?

Alice-as county EOC, what's needed from VOAD? State EOC -what's needed from ORVOAD, and their role? Brendt has turtle with speakers, need to get to Michelle for future meetings for better conference calling.

Michelle-Building up collaboration together to build task forces and committees. Reportable and Accountable

Tim-As exec committee, drill down what needs to be done for success factors. Then can execute. Then add education. Look from committees. Ex: communication 1st and foremost, web site modern and easy to find. Leadership decision tree. And what resources available. Currently unwieldy.

Karen-has copy of [missed] sheet, to send to Michelle, Couple years ago tried to do this

Tim-Basic flow chart, document repository

Laura -Karen, simpler flow chart seen at our conference? Send along at National VOAD

Michelle -Good place to start. How orgs tap into ORVOAD--check Nat VOAD site

Michelle-Comm and membership

Laura -What communication?

Tim-Push/encourage membership to help serve all

Wendy-[Was asked who's paid] Membership notice sent, getting checks sent back, 2 deposited

Michelle-re-visioning process. Need additional discussion as the board, do we want to do this? New vision, strategies to engage. Comments?

Alice-premature to reach membership before engage. Don't know what ORVOAD wants to do. Helped with functionality work with Dean, Robert, Steve, Scott, but no standard terminology.

Alice - There does exist a federal tool, but complex.

Tim - A database, searchable, metadata, functional capability

Alice - ORVOAD members have functions

Tim-Need to limit our role to 10 actions, low hanging fruit.

Laura-Want future meetings to reinvigorate, create common language.

Michelle-Idea-Functional group has meeting and in 8 months presents actions, completions of tasks to invigorate and know we're moving forward

Tim- contacts for local and regional and national

Alice-County is setting up resource centers

Charlene-Essence of VOAD-we know what each other do and have as resources- we don't now, it's fuzzy

Laura-National VOAD guy from NJ, part of his responsibilities and could come and do that for us

Tim-some guy from MWV offered help, Aaron Titus or Eric Jones who runs website CommunityOS.org

Kate-give heads up, work w/ person in adv, help us prepare

Michelle-timeline-get in touch and find when. Shoot for by July 17, next meeting.

Robert-Comm method? Send to this group or all group?

Tim-Opt-in recommended

Michelle-Start with here today, mail list and add invitation

Laura-Has access to mail chimp - we can use

Tim-offer to help with Web and other tech to the Communications Team.

Michelle-mail to membership to opt in given suggestions

Laura-who to reach out to understand what state and COADs need from state VOAD?

Michelle-Develop COADs is one of our priorities

Alice- Key:Identify resources-really need help

Charlene-Regional COAD has good list of resources

Alice-COAD in Sandy worked, could identify 20 organizations

Charlene-Hurt by recent actions

Karen-State ECC 101, could offer intro to ops center and situational awareness, mapping program in July

Charlene-Introduces Jan Wierima, the rep for Oregon Synod or CR Lutherans.

Jan-they rep a safe place but need to know how to help

Michelle - ends the meeting 2:18

Next Oregon VOAD Meeting is **Tuesday, July 17th, 1:00 to 3:30 p.m.**, Mercy Corp, downtown Portland.

Notes taken by Robert Worlock,