



NYVOAD Executive Committee

Meeting Notes

800-320-4330; 309920#

21 December 2015

10:00 AM

1. Call to order

2. Attendance: Matt Burns, Jamie Marcella, Deb Palumbos, Tim Schwob

3. Dues from NVOAD (D. Palumbos)

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| The dues were paid on Nov. 17, 2015 leaving a balance of \$1520.42 | <i>Action items</i> D. Palumbos will order additional checks for the account |
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4. Status of committees (D. Palumbos)

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| Operations Committee underway with three members: Matt Knaub of Foodlink, NY; Caitlin Peterson of 211; and Bill Platt of The American Red Cross. They will be meeting at the beginning of January. There are no members yet for the Membership or Communications Committees | <i>Action items</i> D. Palumbos will work with the committee to plan the first meeting and identify a point of contact (POC) |
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5. Revising the Activation Plan (A. Tzovaras, M. Burns, J. Blanciak)

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| Distributing the Activation Plan is on hold pending review by the newly formed Operations Committee | <i>Action items</i> N/A |
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6. Member Directory Update (ALL)

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| Status of Heart 911 application. No information available | <i>Action items</i> T. Schwob will contact L. Putney to determine status of Heart 911 application. [NOTE: Completed 12/21/15] |
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7. IT DRC

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| Status of their application: No information available | <i>Action items</i> T. Schwob will contact L. Putney to determine status of IT DRC application. [NOTE: Completed 12/21/15] |
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8. General Membership Meeting for Spring 2016 (ALL)

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| The timeline sent on 12/15 was reviewed and no changes suggested. It was agreed the membership meeting will be planned by a committee of NYVOAD members. | <i>Action items</i> T. Schwob will emphasize the need for committee involvement in planning the membership meeting in the end-of-year review letter. |
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9. MEMBER ITEMS

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| 1. End of year summary of NYVOAD activities: A letter will be sent to all members summarizing the year's activities and | <i>Action items</i> T. Schwob will prepare a letter to the |
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| <p>accomplishments, as well as providing some direction for 2016. Members of the executive committee were asked to provide any items for the letter by COB on Monday, Dec. 21st.</p> <p>2. D. Palumbos requested information regarding the possibility of free training related to armed aggressors, particularly for those agencies dealing directly with the public on a daily basis.</p> | <p>membership summarizing the year's activities and accomplishments.</p> |
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The meeting adjourned at 10:29 AM.

Next meeting date and time: **Jan18, 2016, 10:00 AM**

Notes prepared by T. Schwob