



NYVOAD Executive
Committee Meeting Agenda
800-320-4330; 309920#

17 August 2015
11:00 AM

1. Call to order: 11:01 AM

2. Attendance: Julie Blanciak (FEMA); Matt Burns, Jamie Marcella (NYS DHSES); Deb Palumbos, Tim Schwob (NYVOAD Executive Committee)

3. Planning for NYVOAD Conference (ALL)

Postponed until spring	<i>Action items</i> N/A
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4. Chautauqua County flooding AAR (T. Schwob)

Comments were received from members in the field, executive committee and support liaisons	<i>Action items</i> T. Schwob will put the preliminary report on the NYVOAD website [<i>Note: Completed 8/18/15</i>]
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5. Potential committees (D. Palumbos)

D. Palumbos reported on three documents she had received from NYC VOAD. Suggested structure and responsibilities were discussed. Focus will be upon developing the membership committee and an operations committee.	<i>Action items</i> D. Palumbos will forward the three documents regarding committee formation to the executive committee and support liaisons [<i>Note: Completed 8/17/15</i>] D. Palumbos will utilize the member directory to identify potential members of the two focus committees and have a progress report by 8/31/2015
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6. Revising the Activation Plan (A. Tzovaras, M. Burns, J. Blanciak)

Draft exists; no update	<i>Action items</i> M. Burns will contact A. Tzovaras to update the progress on the plan. A. Tzovaras will report on activation plan process on 8/31/2015
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7. Member Directory Update (T. Schwob)

This will become the focus of the new Membership Committee	<i>Action items</i> N/A
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8. Weather Ready Nation Ambassador (D. Palumbos)

NYVOAD can be an "ambassador."	<i>Action items</i> D. Palumbos will sign NYVOAD to be a member
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9. IT Disaster Response Committee (A. Tzovaras, M. Burns)

The IT DRS would like to be part of NYVOAD	<i>Action items</i> T. Schwob will follow up w/M. Burns to clarify
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	the request.
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10. MEMBER ITEMS

Volunteer & Donations Management training in Albany <ul style="list-style-type: none"> • M. Burns will be attending in Albany • D. Palumbos will be attending in Rochester. • Prerequisite training appears to be a problem 	<i>Action items</i> T. Schwob will add tab to NYVOAD website for training [<i>Note: Completed 8/17/15</i>] D. Palumbos will send link to additional training information to post on the NYVOAD website
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Next meeting date and time: **Oct. 31, 2015, 11:00 AM**

NOTE: This is a special meeting with only two items on the agenda: Updates on committee formation (D. Palumbos) and NYVOAD activation plan (A. Tzovaras)

Adjournment: 11:36 AM