

Agenda  
St. Augustine Shelter Team Meeting  
Tuesday, February 21, 2012 7:00 to 8:30 pm, Classroom 18/19

- Welcome and Opening prayer; especially welcome the Beulah Methodist shelter team
- Review results of last shelter team meeting on Thursday, Nov 17, 2011
  - Beulah UMC and St. A shelter teams agreed to joint training in 2012
  - 2 training events, each team host 1 event
  - Both teams participate/help with Red Cross annual shelter team exercise
  - John Callear, Dan Dupont and Paul Bedard support Red Cross planning team for annual shelter exercise
- Review and discuss Red Cross training plan for March 10 Area-wide training event
  - Date: March 10, 2012; 9 am to 2 pm; First Baptist Church, Ashland, VA
  - Smaller event; focus on shelter team training; estimate 50 participants from shelter teams plus 20 trainers from shelter teams and RC staff
  - Table top exercise with hands-on in each shelter area covered
  - Training format: similar to St. Augustine shelter team training: training stations for shelter areas; participants rotate through stations based on plan
  - Sub-team to do meal planning for the exercise; meet separately
  - Shelter areas to be trained: registration, food service, dormitory, health services, mental health services, shelter manager, shelter operations and logistics
    1. First hour: all participants do registration
    2. 3-30 minute rotations for other shelter areas; focus on “Operate Shelter “ tasks vs open or close shelter tasks; scenario and situational injects by Red Cross
    3. Meal at end part of training for all participants; and exercise evaluation
  - Joint shelter team support roles for event
    1. Any volunteers for the Exercise Planning Team; food service planning group
    2. Team members commit to support exercise as participant
  - Next Red Cross exercise planning meeting: Monday, February 27, 2012; 6:30 pm; First Baptist Church, Ashland, VA
- Discuss the joint training and shelter operations with the Beulah Methodist shelter team.
  - Team interest and priorities for which shelter areas to concentrate during 2012
- Decide our joint shelter team plans for 2012
- Next shelter team meeting: TBD