

Shelter Team Meeting Notes for Oct. 6, 2009

St. Augustine Shelter Team and Volunteers,

Thanks to all who were able to come to the meeting and to those who responded that they could not attend. There was a great turnout with all the schedule conflicts across the team. This confirms that we have a very vibrant team going into 2010. And thanks for all your discussion throughout this very lively meeting. The meeting notes are attached. The cliff notes are below.

1. There was considerable discussion on what we should do as a team in 2010. Decisions:
 - a. Conduct internal shelter team cross training in all shelter areas.
 - b. Hold monthly shelter team meetings. Focus on shelter area cross training at each meeting, starting January 2010.
 - c. Participate as a shelter team in the annual Red Cross shelter exercise in March 2010. John, Danielle and Paul have volunteered to serve on the Red Cross exercise planning team in Richmond. They will provide details on the exercise at our next meeting in November.
 - d. Sponsor one Red Cross training session (4-hour shelter operation training class) on Wednesday, April 14, 2009. The parish hall and classroom 18/19 have been reserved.
 - i. This class will be open to all shelter teams in the Red Cross Richmond chapter area.
 - ii. Plan to set up our shelter to showcase our shelter operations, pending coordination with the Red Cross.
 - e. Establish shelter team procedures to respond to Red Cross requests for volunteers to support local emergencies beyond St. Augustine Parish.
 - i. Identify who can respond;
 - ii. Paul will prepare draft contact procedures for a monthly on-call list;
 - iii. We will review and finalize these procedures at our November meeting.
 - f. Fran Kuzma recommended that we contact the Red Cross to obtain a defibrillator (Sp?) for the parish along with training for operators (Ushers and Mass Coordinators). Paul will contact the Red Cross.
2. Next meeting: Monday, Nov 9, 7-8:30 PM, Classroom 18/19. The following dates have been reserved on the parish calendar:
 - a. Tuesday, Jan 12, 7-8:30 PM: Shelter Team Meeting Classroom 18/19
 - b. Tuesday, Feb 16, 7-8:30 PM: Shelter Team Meeting Classroom 18/19
 - c. Tuesday, Mar 9, 7-8:30 PM: Shelter Team Meeting Classroom 18/19
 - d. Wednesday, Apr 14, 6:00-10 PM: Red Cross Shelter Operations Class: Hall and Classroom 18/19 (Note: all other classrooms have been reserved for other activities)

Respectfully submitted,

Paul
St. Augustine Shelter Team
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