



**Maryland Voluntary Organizations Active in Disasters (MDVOAD)**  
**Quarterly Meeting**  
**Friday, 14 March 2008**

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**MEETING MINUTES**

This quarterly meeting of MDVOAD was held at the Maryland Food Bank located in Halethorpe, Maryland.

**INTRODUCTION AND WELCOME**, Wayne Flickinger and Kevin Burr

**NATIONAL PORTAL PROGRAM MANAGER, NVOAD, Camille Hinojosa**  
([Camille.hinojosa@nvoad.org](mailto:Camille.hinojosa@nvoad.org)):

- Past experience America's Second Harvest, VA Food Bank

Provided brief *overview and history* of VOAD – See NVOAD and MDVOAD websites for more info

- 49 member organizations in 2008
- 55 state/territory VOAD organizations

*New Systems & Technologies*

- Development of Case Management Strategies
- Website redesign ([www.nvoad.org](http://www.nvoad.org))
- AidMatrix National Donation System
  - 17 states, 1 territory (NJ will not sign) – been activated
    - RI, PR, AL, VA, FL, MS, NC, SC, MN, AK, LA, NM, OK, TX, MO, AZ, CA, OR, WA
  - Phase 1
    - Donated goods
      - Unsolicited products
      - Unsolicited donors
    - State portal for each state
    - Call Center Database
    - National Portal
  - Phase II (June 1)
    - Warehouse solution
    - Volunteer Management
    - Needs
  - At this point – FEMA pays for AidMatrix
    - If funding lost, what would cost be to the State?
  - Need to develop procedures to incorporate process and technology
  - Clarification by Debbie Staigerwald
    - State signs MOU
      - Each VOAD member assigned a login for their own portal
- New Member Criteria
  - 2 tiers of voting members
  - Tier 1 have national scope and resources
  - Tier 2 have minimal requirements
  - NVOAD developing Standards of Conduct and Service Delivery

- Transparency and Accountability
- Participation in associated NVOAD committees
- Tier 1
  - Total budget \$15 million
  - Staff >2,500
  - Disaster experience of at least 15 years
  - 5 response within 3 years
  - Active in 10 state VOADs
  - NVOAD committee participation
- Tier 2 rep's authorized to vote on issues where a total membership vote is required
- State VOAD Support from NVOAD
  - Communication Plan
  - Update to Design for Success
  - Staff support to state VOAD board representatives
- 10 national VOAD committees
- Annual VOAD Conference
  - May 5-8 in Little Rock, AK
  - State rep meeting May 6 1-3pm

#### Discussion

- Kevin highlighted concern that GAO Report has language which puts NVOAD as coordinator for VOAD efforts – this label is not appropriate for “VOAD”
  - Needs to identify specific agency that will provide operational functions
- Kevin wants “disaster/exercise” alerts to come from ESF lead to specific support agencies
  - Specific agencies need to agree to be listed in the SEOP as a support agency to specific ESF's
  - Kevin - Take out VOAD and list specific agencies
  - ARC – If VOAD taken out, may not have a liaison that is aware of all capabilities and resources of VOAD member agencies
    - A VOAD rep can educate EM of capabilities
    - Can lookup VOAD members/contact
  - Kevin – ESF leads should be aware of supporting agencies that *are* members of VOAD

#### **EMERGENCY SUPPORT FUNCTION PRESENTATION, Chris Stanton, MEMA –**

- Currently 16 ESF's in the Maryland State Emergency Operations Plan
- A liaison from MEMA and state agency point of contact have been identified for each ESF
- In transition to cleanup ESF/SEOP – Want to add specific VOAD members and not list “VOAD” in the plan

**BUDGET REPORT, Scott Knox** – MDVOAD fund balance = \$13,833.93. At this time, all invoiced expenses have been paid through 3/13/08. The major projected expenditure for 2008 will be supporting members' attendance at the NVOAD Conference. Other projected expenditures for 2008 include: meeting meals and associated costs, plus other miscellaneous costs (website fees, printing, postage, limited meeting travel, etc). Please get your 2008 membership form in to Scott if you haven't already done so, the form is available on the MDVOAD website, under membership ([www.mdvoad.org](http://www.mdvoad.org)).

**WEBSITE UPDATE, Steve Welzant** – No major updates, forward any suggestions for website improvements to Steve ([swelzant@baltimorecountymd.gov](mailto:swelzant@baltimorecountymd.gov)). Also, please review your organization's page in the 2007 MDVOAD Resource Directory (linked to the MDVOAD website) and forward any updates for the 2008 MDVOAD Resource Directory (to be posted soon).

**2008 NVOAD CONFERENCE** – The conference will take place May 5<sup>th</sup> through the 8<sup>th</sup>, 2008 in Little Rock, Arkansas. Please let a MDVOAD Executive Committee officer know if you are interested in

attending. NVOAD officers and committee chairs will have priority. Some points on attending the conference:

- Attendees pay up front
- Reimbursed by MD VOAD – Through Scott
  - Conference fee
  - Transportation
  - Hotel accommodations
  - Meals on own

### **COMMITTEE REPORTS:**

ESF 15: donations management, Debbie Staigerwald

- Providing volunteer management information to counties
- Volunteer training in several locations – Balto. Co. in the spring (Apr. 15-17)
  - If interested contact Steve Welzant

**PRESENTATION ON DHS CENTER FOR FAITH-BASED AND COMMUNITY INITIATIVES, John Kim Cook, 202-646-3487, [www.dhs.gov/fbci](http://www.dhs.gov/fbci)**

- Began March 2006
- Working more closely aligned with FEMA- especially Post-Katrina Reform Act
- Presidential initiative
  - Executive Order 13397
    - Engaged faith-based programs into DHS
  - “FBCO” = Faith based community organizations
  - Homeland Security Institute – study of faith based & NGO’s
    - Recommend
      - Best practice sharing
      - Address overlooked services (routine transport, ect)
      - Resolve
        - Access and credentialing
        - Long-term services
        - Waste management and sanitation
      - Follow-up analysis needed with focus on recovery & rebuilding
      - Grant funding
      - Exercise involvement

### **AGENCY UPDATES:**

Association of Baltimore Area Grant Makers

- 140 members, networked with other associations nationwide
- Disaster Preparedness Task Force
  - Group of funders learning about topic
- Would like to develop procedure for agencies to be able to apply for funds, specifically to assist individuals when government funds exhausted/individual assistance unavailable

MEMA – HB 666

- Going into summer study
- Looking for a volunteer agency to participate
  - Contact Ruth Mascari ([rmascari@mema.state.md.us](mailto:rmascari@mema.state.md.us))

Howard County Volunteer Center

- 108 agency rep’s trained in county

- Vol. Mobilization Center training – Tues May 20, daylong roundtable best practices discussion

ARC – NCR

- March 18 – NCR volunteer mobilization exercise in Wheaton, Montgomery County looking for volunteers.
- Wrapping up FFY 06 UASI – Increased NCR mass care capabilities by acquiring additional shelter supplies through grant funds. They have additional funding set aside for possible training.
- NCR Strategic Plan for Non-Profit Preparedness in the works for release later this summer.

ARC – CMC

National Red Cross Convention in Baltimore

- Parade of volunteers

**THE NEXT MDVOAD QUARTERLY MEETING WILL TAKE PLACE FRIDAY, JUNE 14<sup>th</sup>, 2008, 10 AM TO 2 PM, AT THE CHESAPEAKE CONFERENCE CENTER OF ADVENTIST COMMUNITY SERVICES**