



Citizen Corps Council Functional Committee Meeting Minutes

Tuesday, November 27, 2012 / 2:00 p.m. to 4:15 p.m.

Cuyahoga County Board of Health, 5550 Venture Drive, Parma, Ohio 44130

Attendees (Voting Committee Members)

NAME	Present	ASSOCIATION	ALTERNATE	Present
Michelene Holland	X	American Red Cross		
Rebecca Hysing		Medical Reserve Corps		
Sharon Nicastro	X	Citizen Corps		
Marek Owca		Health/Medical Sector		
Nicholas Phillips	X	Cuyahoga CERT Association		
Karen Seidman	X	Functional Needs Sector		
Tara Vargovich	X	County Office of Emergency Management		

AGENDA ITEMS

1. CALL TO ORDER / ROLL CALL / QUORUM DETERMINATION

The meeting was called to order. Roll was called. A quorum was present.

2. PUBLIC COMMENT

There was no public comment.

3. APPROVAL OF MINUTES

Motion was made and seconded to approve the minutes of the last meeting. All in favor; none opposed; no absentions.

4. COMMITTEE REPORT

American Red Cross

The Red Cross operated four shelters in Cuyahoga County and one in Lake County as a result of the Superstorm Sandy power outage. There were 184 overnight stays; 2359 meals; 2667 snacks; 39 cleanup kits; 152 volunteers; and 25 cases opened.

Community Emergency Response Teams

CERTs are looking for ways to keep volunteers engaged. Nick Phillips knows a professor at Kent State University who would be willing to talk about disaster recovery and a U.S. Coast Guard Admiral who can speak about Homeland Security topics.

Functional Needs

- The Cuyahoga County Board of Health will sponsor two seminars about individuals with functional needs on December 12, 2012 (dialysis patients) and January 28, 2013 (refugees and migration).
- Shelter equipment for individuals with functional needs (cots, walkers, etc.) has been ordered.

CITIZEN CORPS COUNCIL FUNCTIONAL COMMITTEE  
COUNCIL MEETING  
MINUTES

Tuesday, November 27, 2012 / 2:00 p.m.

- Individuals with functional needs from LEAP will assist with planning and participate in the shelter portion of the Citizen Corps Exercise 2013.

Health and Medical

No report

Medical Reserve Corps

Medical Reserve Corps members will participate in the Citizen Corps Exercise 2013. Ohio Responds registration is a requirement of the exercise, but it has been difficult to get people to register and/or complete their registrations.

Cuyahoga County Office of Emergency Management

- The question as to whether Citizen Corps is a government agency under the direction of the Office of Emergency Management or a non-governmental organization is still in question. The County Law Department has asked the County OEM to find documentation regarding Citizen Corps status.
- The issue of responsibility for volunteer liability protection is unresolved.

**5. ANNOUNCEMENTS / OTHER BUSINESS**

- CCESAB Requirements. The requirements of membership in the Cuyahoga County Emergency Services Advisory Board were explained.
- Citizen Corps Legal Issues. See CCOEM report above.
- Bylaws Revision. The current Bylaws cannot be revised and submitted to CCESAB until Citizen Corps status is determined.
- Grants. Citizen Corps continues to spend down the FY2009 grant in the form of functional needs equipment, tents, shelter signage, and animal cages. A motion was made and seconded to provide each city that has a CERT with a tent, if they do not already have one in their POD kit from the Board of Health. All in favor; none opposed; no absentions. Grants and Training is waiting for CERTs to return their financial reports for FY2010. The Council needs to begin planning for expenditure of FY2011 funds.
- Storm Review. American Red Cross, CERTs, and other volunteer agencies provided various services, such as sheltering, traffic management, and home visits to determine resident welfare.
- Credentialing. Volunteers will be included in the County's credentialing project. Qualifications for response credentials and badging will need to be determined.
- Citizen Corps Exercise 2013. 126 volunteers are registered and are in various stages of meeting exercise requirements. The exercise will take place on Sunday, February 10, 2013, and will include Sheltering, Damage Assessment, and Wide Area Search coordinated with the Incident Command System.

**6. EXECUTIVE SESSION\***

None required.

CITIZEN CORPS COUNCIL FUNCTIONAL COMMITTEE  
COUNCIL MEETING  
MINUTES

Tuesday, November 27, 2012 / 2:00 p.m.

**7. NEXT MEETING**

Proposed dates for 2013 quarterly meetings are February 14, May 9, August 8, and November 14. The proposed time is 1:00 pm, and the proposed place is the Northeast Ohio Regional Sewer District.

**8. ADJOURNMENT**

Having completed the order of business with no other business brought to the attention of the Council, the meeting was adjourned.