



Neighborhood Emergency Preparedness Program

**February 21, 2012
2:30-3:30 pm ET**

Conference Call Minutes

Present in Person: Rhonda Fetzko, Lori Johnson

Present via Conference Call: Howell Batts, Marc Jean, Walter Thomas, Jack Tracy, Sonji Hawkins, Susan MacKenzie, Tammi Ketcham, Denise Heady

WebEx Recordings:

Streaming Recording Link: <https://suncom.webex.com/suncom/ldr.php?AT=pb&SP=MC&rID=66862902&rKey=19b3f8e828676b6e>

Download Recording Link: <https://suncom.webex.com/suncom/lsr.php?AT=dw&SP=MC&rID=66862902&rKey=d11e89e41da35676>

Meeting Purpose:

- ◆ Review Community Emergency Preparedness Plan Template, Version 3.0
- ◆ Review deliverables and milestones and discuss upcoming events and deliverables
- ◆ Address questions and concerns from County Health Department NEPP Coordinators

TOPIC	DISCUSSION	ACTION/ FOLLOW-UP
Welcome, roll call & approve minutes		
Announcements	FEMA Citizens Corp Webinar - Engaging your community in preventing terrorism	March 6
Community Resiliency Updates (Bonnie Gaughan-Bailey)	Bonnie was unable to join conference call. She has been preparing for the Strategic Planning Oversight Team (SPOT) meeting to submit 2012-13 project requests and associated budgets.	
FEPA updates	Ronnie and Susan Mackenzie gave a 10 minute presentation at the Florida Emergency Preparedness Association (FEPA) general membership meeting. The primary focus at the meeting was on “Functional Needs Shelters” (FNSS). Volunteers will provide a huge role in executing the new federal	



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	<p>guidelines related to FNSS which include Mass Care and Special Needs combined.</p> <p>Bonnie is the DOH representative for FNSS, and as such, attended the FEPA workshop. After the conference, she met with Karen Hagan of Red Cross. A vendor at the conference stated that they wanted to put together “push packages” specifically to meet the needs of Special Needs. There has been a follow-up meeting at DEM with key FNSS players.</p> <p>We further discussed how Florida Statute Chapter 252 tells how DOH is responsible for Special Needs Shelters in Florida.</p>	
Review Plan Template	<p>Version 3.0</p> <p>There are 6 outstanding draft plans.</p> <p>Ronnie has conducted a review of at least one community plan per county. There has been an addition to the review tool on Pg. 7 which is a vulnerable population assessment.</p> <p>Of the plans reviewed, most scored in the 80 and 90 percentile, with a few scoring in the 70s.</p> <p>To continue funding, we need to focus on vulnerable populations.</p> <p>The scoring at this time ends at 31 and we are hoping that will decrease.</p> <p>There have also been a few attachments added to the plan template because they are recommended.</p>	<p>Please send in your Draft Community Emergency Preparedness Plans at your earliest convenience if you have not done so already.</p>
Questions & Discussion	<p>There was a question asked that if a county is using the old format, do they need to use the new format? The answer is no but to make sure that all information and attachments are included when submitting the plan review.</p> <p>Also, please make sure that when referencing attachments in plan, make sure it matches up specific to your plan. Ronnie has a matrix that will tell her what is not being addressed in each plan.</p> <p>There was a comment on funding to copy plan and distribute to community members. Please use correct category code when printing and make sure vendor is listed in MFMP.</p> <p>The spending plan is due next week. Funds need to be spent by the end of April. The After Action Reports are due in May. Expenditure reports are due in April.</p> <p>Ronnie will be attending the Governor’s Hurricane Conference where she</p>	



Florida Department of Health
Office of Public Health Nursing

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	will be giving a NEPP presentation. Any volunteers would be appreciated.	
Next Steps (Review deliverables and milestones and discuss upcoming events and deliverables)	<ul style="list-style-type: none"> - Sustainment – Exercise Plans were Due - All – POD plans due - All – Spending plans due - Sustainment – Exercises are to be conducted by 	<ul style="list-style-type: none"> - February 17 (please send ASAP unless you have already conducted your exercise) - February 28 - February 28 - March 30
Next meeting		March 20, from 2:30-3:30 PM
Adjourn	3:19pm	