



Napa Valley COAD General Membership Meeting

Tuesday, November 19, 2019 – 2:00 pm to 4:00 pm
Napa Valley Community Foundation Community Room
3299 Claremont Way, Suite 2

Meeting Minutes (Updates noted in read)

1. Welcome and Introductions

2. Welcome new Executive Committee Members: Pete Shaw and Jen Kasanback

3. Executive Committee Updates

Updates on ByLaws

- a. Executive Committee suggests that we increase from one member at large to three, plus one non-voting member.
- b. Members present were asked to raise their hand if they approved of this change. A majority vote approved this change.
- c. Currently COAD has close to 80 members/partner organizations. Additional outreach - school districts, faith-based, private, chamber of commerce.
- d. We have six meetings per year and require that members attend at least three.
- e. The executive committee will be reviewing membership requirements during the strategic planning process.

4. After Action Survey Results – See PPT slides which are attached for a more detailed description of the results. An executive summary is provided below.

a. Executive Summary of After Action Survey results:

- 29 organizations participated in the survey, not all COAD agencies were activated.
- **What went well and was most valued:**
 - Communication ranked as the most valued resource provided by COAD by 26/29 respondents. Regular, timely, vetted, comprehensive and consistent information was key to members.
 - Food replacement efforts, including food bank and meals and wheels deliveries and gift card distribution were highly ranked in terms of COAD's response to the PSPS events.
 - Fliers developed by the PI&O committee in Spanish and English to amplify County messages was also highly valued.
 - COAD's seat in the EOC was vital.
- **What could be improved:**
 - Need a better understanding of when the County or State can declare a disaster (**Discuss at the January COAD meeting when County OES presents**)

- Subcommittees needed more structure and time for work. Others need more clarity and contact information about subcommittee activities
 - Central place/information system for storing
 - Social media postings need to be boosted; create more visuals and videos the support messaging (PI&O Committee will be working on this)
 - Greater consideration of geographical differences and needs
 - Better coordination, outreach and support for AFN individuals and those dependent on DME (meeting scheduled to address this for January 9)
 - Better coordination with school districts (Celeste is working on establishing partner relationships with school districts)
- **Community needs to be addressed:**
 - Funding to meet the needs of those impacted by lost wages to support rental assistance and other housing and food needs
 - A system for knowing what's open and what's available during emergencies
 - Charging stations are inadequate to meet many DME needs. Other power sources and solutions need to be explored (AFN Subcommittee will be working on this)
 - More focused planning to address needs of isolated communities and individuals
- **What we learned:**
 - COAD's seat in the EOC was key
 - A better understanding on immediate and post PSPS needs
 - Staff time for COAD member organizations involved in the response was significant; capacity issues will need to be addressed
 - Use COAD meetings sparingly and effectively. The meetings take people away from other critical work. Time together should be focused on problem solving and collaboration.
 - Create informational materials to be ready for future events (PI&O Committee will be working on this)
 - We need more community education on the role and capabilities of COAD. (We hope to have a press release about COAD's response out in January)
- **Training topics to consider for the future:**
 - Self Sufficiency training for PSPS events
 - CERT training in general disaster response (plan to offer at May COAD meeting)
 - Mental health first aid/Trauma informed responses
 - Supporting specific vulnerable populations in disasters – AFN, aging, children (the AFN/Shelter committee is working on this)

b. COAD member comments on needs identified as part of after action discussion:

- Need better regional communications between Counties
- CERT does wellness checks for the County, how can we better coordinate on this (topic for AFN subcommittee)
- A plan for fund development related to PSPS needs to be explored
- Plan a convening of regional COADs, Community Foundations, and private sector leaders to explore options (Celeste will explore opportunities)
- Looking to get a space for general COAD meetings in Yountville (May meeting will be in Yountville)
- Partnership Health Plan has a transportation benefit. Michele Grupe has a packet to provide to Celeste.) (Received and shared with COAD members)
- Would be helpful to have someone from CalFresh at a COAD meeting to explain benefits. (Celeste will follow-up with Lynn Perez)
- Would like an update on Season of Sharing (provided in December to participating agencies)
- Food distribution in Am Cam was 4X's its usual distribution. All this data is being compiled. (Will be shared in the After Action Report)
- School districts also need a statewide "snow day" standard for PSPS with regard to funding.
- Listos California is being implemented January 1st. This will assist with dissemination of communication. Listos California has a three day train the trainer event in Santa Rosa through Catholic Charities in early December.
- In response to how we can get more traffic on COAD's FB page- If we made a commitment to post everything in English and Spanish then member organizations could make a push to clients to follow the COAD page.
- COAD could use access to translation headsets.
- May need to schedule initial COAD emergency meetings for two hours. If we get done early, great. One hour does not seem to be enough time, especially for the first couple of meetings.
- Wineries may be an option for MOU's to hold our COAD meetings. Many have ability to do video meetings. (We may be able to use Zoom technologies through Cope).
- Napa CART role clarified

5. Debrief on September Activation Exercise

- a. Key learnings were quickly reviewed. Many have already been implemented during the actual PSPS such as adopting ICS structures and forms, focus on

communicating in a structured, consistent way, pre-determining committee and chairs

- b. We need to continue clarifying communications between COAD, County EOC, cities and member organizations
- c. For all requests, be sure to ask – how many, for who, by when and where?

6. Subcommittee Updates

Not discussed

7. Member Updates

Not discussed

8. Presentation by Sonoma County Community Resilience Collaborative

Next Meeting: Tuesday, January 21, 2020 @ 2:00 pm to 4:00 pm ~ NV Community Foundation Community Room