



Attendees: 8

Tempie Beaman (Lutheran Social Services – SW) ,Debra Boudreaux (Tzu Chi); Jackie Russell (Faithful Central); John Cvjetkovic (LA County DPSS); Red Godfrey (American Red Cross-Los Angeles); Doug Quisenberry (LA County 211); Ron Lopez (Catholic Charities), Keith Garcia (LA City EMD)

Alternates/Guests/Staff: 5

David Miller (ENLA Staff); Deborah Robinson (ENLA Staff),Melissa Crews (American Red Cross-Los Angeles), Brandy Welch (American Red Cross-Los Angeles),Mary Chasin (American Red Cross-Los Angeles)

Excused Absence:

Jeff Dronkers (LA Regional Foodbank), Julio Puchault (211 LA County),Alix Stayton (Operation Hope); Chuck Erickson (Calif. Southern Baptist – DR); Eve Rubell (LA County Dept. of Public Health); Jeanne O’Donnell (LA County OEM); Yaroslav Svitlynets (Volunteer Center of LA); June Loo (Salvation Army); Karen Knipscheer (LA Animal Services);

Absent: 12:

James Lee (So. Cal. Seventh-Day Adventists), Ashu Paltu (LA County OEM)

ITEM	SUMMARY	ACTION NEEDED	FOLLOW-UP ACTION/DATE
<p>Call to Order and Introductions</p>	<p>Meeting start at 9:00 am</p> <p>Chairman announced the following board members Jeff, Eve, June, Alix, Chuck, Yaroslav requested to be excused.</p> <p>Board members agree to test run consecutive 3 months of the morning meeting. Board member will review the meeting schedule outcome in July.</p> <p>Red Godfrey reported the following Red Cross members will be responsible or members of subcommittees. Melisa Crews Case Management and Long Term Recovery; Brandy Welsh Volunteer and Donation Management; Mary Chasin Emotion and Spiritual Care.</p> <p>Executive Decision formally invite Deborah and David to participate July general meeting as a guest and accept the Board appreciation honoring. Board thanks to the staffs.</p> <p>Red Godfrey announced that Red and Alix will be on behalf of ENLA to join the 17th NVOAD convention in Salt Lake City, Utah. This year the</p>	<p>Board members will review the morning meeting schedule outcome in July.</p>	<p>Board</p>

	<p>SCA VOAD and NCA VOAD will be formally recognized at NVOAD convention.</p> <p>American Red Cross- Los Angeles had being restructured; the services remain the same level.</p> <p>Next meeting is June 11 in Salvation Army; committees need to submit mission statement and should prepare to submit to general meeting for report.</p>	Each functional committees need submit mission statement and report by June 11, 2009	Committee Board
<p>Review/Approval April, 2009 Minutes</p> <p>Approval of May, 2009 Agenda</p> <p>Treasurers Report Insurance Policy (electronically provided)</p>	<p>On the page two Staff Scopes of Work section, Line 4 should rephrase as “Board members will review the final version of implementation plan for Strategic Plan and submit the inputs and questions to Deborah by April 30, 2009.”</p> <p>David Miller did join the meeting need to include his name on the minutes. The April 23 meeting minutes has been approved by board unanimously with the above corrections.</p> <p>The board approved the May 2009 agenda as presented and moves forward for meeting.</p> <p>The board agrees to table this report till June Board meeting.</p>		
Staff Scope of work	<p>Board agrees that the By-Laws and Strategic Plan go into effect immediately; however, there will be a process of implementing the new structure. An implementation plan was developed and discussed at the April ENLA Board meeting.</p> <p>ENLA board members will serve as a subgroup to write the disaster plan through subcommittee; Doug communication committee will discuss how to send out the email to reach out the members in general.</p> <p>The Board approved the motion that ENLA disaster plan will be implemented and certified by Dec. 31, 2009.</p> <p>ENLA will disseminate governmental information to partners and members to the community. Ron Lopez indicates how to reduce the redundancy; the communication committee will look into this area and come out the best interest to the members. Red Godfrey commented that technology will assist to review.</p>	<p>The implementation plan was revised based on comments and will be finalized by the Board at the June meeting.</p> <p>ENLA strategic plan implementation schedule will be confirmed by Dec. 2009.</p>	<p>Board</p> <p>Board</p>

	<p>Motion on the floor that ENLA strategic plan with all the amendments have been approved by the board and will be officially served as a working documents.</p> <p>Staff reported a list of potential members that attended the March meeting was sent to the board to see if they had contacts and could actively recruit these organizations. Staff is still recruiting as well. We need to reach our goal by the end of May.</p> <p>Staff will download the survey data by organization into an excel file and combine it with the extensive contact information we already have.</p> <p>Outreach, Coalition Mobile Clinic, medical units , Mobile/David Miller 5/28/09</p> <p>Staffs report of analysis 4.2 SOW vulnerable population, a draft of the recommendations will be presented to the Board at the May meeting for formal adoption. .</p> <p>Development committee will write a plan for how to work of ENLA will be sustained and any concrete plans for raising funds.</p> <p>Staffs Close Out/Hand-Over</p> <ol style="list-style-type: none"> 1. Create "How To" documentation to describe various processes and how certain things were done. 2. Describe paper and computer files and filing system. 3. Describe all ENLA databases 4. Pack-up Shatto Office 5. Move all equipment, documents, and supplies to west and set up the 2 cubicles there. 6. An orientation to whoever will be assigned to follow-up on the day to day operations. 7. Who will response to phone and e-mail messages? 8. Who will send out emergency notices to members and the larger list? <p>Red Godfrey reported that there is a grant opportunity for ENLA; the grant may support ENLA 3-5 year. Details will be available to board upon available.</p> <p>Red also introduced to board the service of .Salesforce that is a 501© (3) and handles transaction and hands on situation for Board awareness.</p> <p>Board reconfirmed that ENLA will not hire staff due to liability, benefit; we</p>	<p>by the end of May we need 5 more members; Union Rescues Mission strong interests to become ENLA members. Connection of One-One membership draws.</p> <p>David Miller will team up with Debra Boudreaux to participate May 28, 2009 project.</p> <p>Starting from May 30, 2009 ENLA office</p>	<p>Board</p> <p>David Miller Debra Boudreaux</p>
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	<p>are not able to manage. However, Board is agree to review the process of rehire needs to be addressed.</p> <p>ENLA becomes a employer need to be discussed at the meeting.</p> <p>Staff reports that Mr. Neil Richman, from UCLA, Allan Troy in SNAP project to get GIS mapping, would like to partner with ENLA, to get ENLA membership lists and send out the information to ENLA members. If they are interesting in participation, they are welcome to contact them directly. Sharing the membership information. The board decision that ENLA is not ready to support this project.</p> <p>Board authorized Communication Committee to review the Membership list on ENLA web and to get members' consent</p>	<p>will be at: 11355 Ohio Ave. Los Angeles, CA 90205. Email: info@enla.org</p> <p>The officer and board members will take turn to responsible for phone calls and email distribution with the assistance of communication committee. Interim of phone and email plan should share by the board.</p> <p>Red will report the potential grant funding upon available.</p> <p>Red will send the Salesforce web page for board members to review.</p> <p>Board needs to review ENLA rehire process. Whether ENLA is ready to be a employer can be discussed at the next meeting.</p> <p>Doug will work with Keith and come out solid plan to report at General meeting</p>	<p>Officer</p> <p>Communication Committee Chair</p> <p>Red Godfrey</p> <p>Red Godfrey</p> <p>Board</p> <p>Communication Committee</p>
<p>Committees</p> <p>Committee Updates</p>	<p>Each Committee meeting need to hold by the end of May.</p> <p>Development Committee Chair is Alix Stayton and the members are in conversation with public health to close the existing funding project.</p> <p>Membership Committee will be held by Red Godfrey.</p> <p>Nominations Committee will led by June Loo.</p> <p>Case Management and Long Term Recovery Committee will be led by</p>	<p>Report mission statement and goal to the board members in next board meeting and July General Meeting.</p>	<p>Each Committee</p>

	<p>Melissa Crews and Tempie Beaman to plan for the further team discussion.</p> <p>Communications chair is Doug Quisenberry and will lead the team for further planning and discussion.</p> <p>Donations Management chair is Red Godfrey and Jeff Dronkers.</p> <p>Emotional and Spiritual Care chair is Mary Chasin to lead the committee members for further planning and discussion.</p> <p>Mass Care chair is Corey Eide and will lead the committee members for further planning and discussion.</p> <p>Volunteer Management chair are Yaroslav Svitlynets and Brandy Welch.</p> <p>The principle is - Chair needs to be on the board, committee can be any members.</p>		
Annual General Board Meeting	<p>The ENLA General Board meeting will be set on July 28, 2009. The tentative location will be at Pasadena Salvation Army. American Red Cross volunteer's Cheryl Kater, is seeking restaurant to donate the food. There are some potential guests the details will be finalized in June board meeting. The July meeting is not a training session. Brandy will send tentative agenda out to board soon and budget for general meeting news letter. Marketing site with Alix. Annual report from Julio 211. short presentation of ENLA web site. Laptop to update member's information.</p>	July General Board meeting format, agenda, and speakers will be available for review in June board meeting.	Brandy Welch
One on One Membership Drive	<p>All board members need to take on lists and 2 names each, invite them to join annual meeting and entice the membership recruitment. Basic concept: One to Two: board members will call current members; at the same time other potential members.</p> <p>Next month board meeting will discuss board members for the pass 3 years not showing before July meeting will be a big help.</p>	<p>Board will review in-active members list in June Board meeting and report at July General meeting.</p> <p>Staffs will type/organize and share with board that members not pay due in 2007/2008.</p>	Board
ENLA Area Representative.	Will be discussed till next board meeting		
FEMA /Gov	California Volunteers and Fritz Institute are partnering in an effort to improve community resilience during disaster response and recovery. Our goals are to help traditional emergency management stakeholders better understand the integral post-disaster role of nonprofit organizations, better integrate prepared nonprofit organizations into existing disaster response and recovery plans, and highlight the importance of supporting nonprofit organizations' preparedness efforts.		

	<p>Date: Tuesday, June 16, 2009, 9:00a – 1:00p Location: Salvation Army – The PasadenaTabernacle,960 E. Walnut St., Pasadena, CA 91106 Please RSVP to: Jim Turner, BayPrep Program Manager at jim.turner@fritzinstitute.org or by telephone at 415.538.8307. We will follow up with further information. www.fritzinstitute.org</p> <p>Alliance project general meeting 7/28/09, mass care and shelter; Follow up workshop is coming with next two-three months; Design exercise team of shake out follow up will be in Oct/Nov; Next year small nuclear exercise is the plan. 2009/2010 Red/John are on design team with ENLA HIN1 is mild in our area, however, the HHS/CDC monitoring the progress situation closely.</p> <p>Keith Garcia reports that city starts to review faith base organizations during disaster what resources inside city will be available and identify players and aware of resources. The details still develop now will be shared with ENLA board upon available.</p> <p>Eve Rubell email the following event and Doug assisted to report: Planting the Seeds for Recovery: Disaster and Pandemic Planning for Nonprofits * Workshop dates: June 4 and June 24 from 8:00 am to 12:15 pm * Postcard invitations were mailed to an extensive list (including ENLA's) and a flyer was also e-mailed to each of the planning committee members to further distribute * Registration is limited and will probably fill up, so please register soon. * ENLA will have a display table at the event, Alix will make sure display and materials are there * Alix will send ENLA materials to be included in the workbook and resource CD, such as ENLA membership application * Jeanne O'Donnell will present ENLA to do the report.</p>		
<p>AOB</p>	<p>Santa Barbara VOAD fire involvement SCAVOAD how to restructure Venture VOAD 3 agencies are participated. ENLA communicate what our members are doing</p> <p>Ron Lopez reported that San Fernando LTR on May 19, 2009 will present policy and procedure for board to review and physical agent has been identified...</p> <p>Ron reported that the Involvement/role of ENLA of LTR, a little of discussion, no in-depth, no decision, members of steering committee; rather concern of</p>	<p>ENLA Board members will participate SCA VOAD meeting in June 2, 2009.</p>	<p>Alix Stayton Tempie Beaman</p>

	<p>this. Can we present some sort of understanding of LTR?</p> <p>Red reported LTR adopted committee by ENLA by county LTR; it is umbrella; the LTR in LA all policy and paper works. ENLA is subcommittee.</p> <p>Neighborhood legal council will be the charged board;</p> <p>ENLA will be respected the decision.</p> <p>City of recognized ENLA/VOAD will provide before 5/19 meeting to Ron to make sure the local agencies are aware of. Clarification letter of support is educational piece.</p>	<p>ENLA is going to invite the group to join July annual board meeting.</p>	<p>Board</p>
<p>Adjournment</p>	<p>The meeting was adjourned at 11:10 am</p>		