

Spartanburg County Volunteer Organizations Active in a Disaster

**** Minutes****

April 13, 2007

The Spartanburg County VOAD meeting convened at 10:00 am on Wednesday, January 24, 2007 at the American Red Cross.

Those present were (also see attached sign in sheet):

Pat Elliott	American Red Cross
Vivian Tanner	Mobile Meals
Robbie Swofford	Office of Emergency Management
Don Jones	3M and Boiling Springs First Baptist
Mirian Hart	DHEC
Richard D. Lewis	United Methodist Church

The following agenda items were addressed:

CALL TO ORDER – Pat Elliott

Pat Elliott called the meeting to order at 10:00am.

WELCOME MEMBERS AND GUESTS – Pat Elliott

Pat Elliott initiated individual introductions. Once the introductions were concluded, Pat briefed everyone on the facility and what we had discussed in the prior meeting.

FORM DISCUSSION

- o Robbie Swofford distributed the revised volunteer packet to those in attendance. A few minor corrections were made. Those in attendance felt the Volunteer Packet was ready for limited distribution.

DISTRIBUTION OF FORMS

Robbie Swofford suggested doing a Pilot Program with this form. The following three organizations agreed to distribute the intake form to a sampling or all of their respective volunteers:

- o American Red Cross – 20 Volunteers
- o CERT – 180 Volunteers
- o Mobile Meals – 200 Volunteers

The results of this Pilot project will be discussed at the next meeting. If results are positive, we will move forward with distributing these forms to every County volunteer.

CLOSING REMAKRS – ADJOURNED 10:45 AM

Pat Elliott thanked everyone for attending the meeting. Robbie Swofford mentioned his desire to increase the membership on the committee by reaching out to those agencies that are already members of the National VOAD. The Next Meeting for the Spartanburg County VOAD was set for May 18th. The meeting will take place at the American Red cross and should begin at 10:00 am. Please make every effort to attend.

Respectfully Submitted,

Robbie Swofford

Robbie Swofford

Senior Research Analyst/CERT Coordinator

Spartanburg County Office of Emergency Management