

## **Central Coast Disaster Preparedness Regional Network (CCDPRN) Meeting 9/15/08 Faulkner Gallery – Santa Barbara Public Library**

### **Introductions and thoughts**

Mary Logue - Westmont College  
Kaela Cordova – CSU Channel Islands  
Kristen LaBonte – CSU Channel Islands  
Joan Ariel – Santa Barbara Botanic Gardens (they have signed up for Belfor Disaster Recovery)  
Sarah Rosenblum – Santa Barbara Public Library  
Marueen Theobald – Black Gold Regional Library System  
Susan Klassen – AT&T (Jackie Siminitus is the K-12 support for disaster recovery)  
Janet Martorana – UC Santa Barbara  
Catherine Nelson – UC Santa Barbara  
David Howarter – UC Santa Barbara  
Deborah Lupo – UC Santa Barbara  
Jennifer Maxon – Museum of Ventura County (preparing for floods because of upstream dam)  
Charles Johnson – Museum of Ventura County  
Christine Forte – Antioch University

- Discussion of evacuation centers with UCSB being a possibility during a large regional disaster

### **General Information about GCDPRN**

The region is Ventura, Santa Barbara and San Luis Obispo Counties. We intend to provide training, support, and supplies. Eventually, we hope to broaden out and include cultural institutions.

### **Mission Statement**

Joan Ariel suggested conciseness in the purpose. With suggestions from the room, the working mission statement is:

#### **Working Mission Statement**

Established in 2008, the Central Coast Disaster Preparedness Regional Network (CCDPRN) comprises libraries and other cultural institutions in San Luis Obispo, Santa Barbara, and Ventura counties organized to provide mutual disaster preparedness and response support through:

- Training opportunities
- Resources and disaster response supplies
- Mutual assistance and encouragement in creating and updating disaster plans for our respective institutions
- Mutual support if and when a disaster occurs

Discussion of the \$200 fee. Other groups charge \$500 to start or join. Is \$200 appropriate?  
Option of sliding scale and grant possibilities. Does our group have a grant writer?

What do we do with initial money. We need approximately \$150,000 for a large storage unit. We need land and space for the unit.

Maureen Theobald highlighted the grant between the State library and the Department of Homeland Security aimed at “rural” counties. San Luis Obispo and Santa Barbara counties are considered rural.

We could start with a small container.

Regardless on where we stand on supplies, we should start focusing on mutual aid in a disaster.

We need a listerv and a web site to disseminate information.

### *Getting established*

Start with the initial membership fee with the understanding that eventual fees are coming, but will be determined later.

Suggestion that the steering committee come up with the initial list of supplies (what can we do with \$1-2,000?). Justify the costs. See what happens if we change initial fee from \$200 to \$500 and look at the supplies that can be purchased. It could be a huge difference.

The mission statement was approved as amended.

### **Membership Guidelines**

Instead of 1 staff member from every institution, make steering committee membership optional. Optional membership is important so that every institution can participate.

Make it so that every institution has a liaison, not necessarily steering committee membership.

### **Mutual Aid Agreement**

It is closely based on the San Diego regional group's document. It is very legal sounding and directors will want to run it by legal counsel before signing. Do any of us know someone who can look it over?

Catherine Nelson can look at all counsel suggestions and incorporate them into the document (after the members have run it by their counsel).

A cover sheet is a possibility. Create bullets to make document concise.

Focus on mutual aid. Take out governance.

Make separate bylaws instead of an addition to the Mutual Aid Agreement.

Possibility of creating a steering committee and a board of directors.

Uncouple governance from the Mutual Aid Agreement and make a new Governance document.

Steering Committee to edit Mutual Aid Agreement and come up with a Governance document.

Place a cap on the initial agreement. (eg. Sliding scale no more than x\$)

Title of agreement needs to mirror official name of group.

Make sure "libraries and other cultural institutions" are in the document language since they are no longer in the title.

### **Web Site**

Gold Coast can host. Janet can create a home page and is our new webmaster.

### **Listserv**

Kristen will create [CCDPRN@googlegroups.com](mailto:CCDPRN@googlegroups.com) and <http://groups.google.com/group/CCDPRN> and is the new listserv administrator. Kristen will also create a listserv for the steering committee.

If you are interested in serving on the steering committee, please send an email to:  
[kristen.labonte@csuci.edu](mailto:kristen.labonte@csuci.edu)

Can our group join the Gold Coast Library Network? GCLN is no longer reporting to the state. Maureen Theobald will check into fees associated with the GCLN so we would not have to set up as a nonprofit. San Diego has a bank account at UCSD which is similar to a Friends of the Library account. GCLN would have to vote on it, but it would be our easiest avenue. This would help us because we would not have to set up as a nonprofit.

Have libraries as the core of the group and cultural institutions as members.

Can we have an "Intent to Commit" statement or a "Memorandum of Understanding"? This could go out over the listserv.

Kristen is a member of the Channel Islands Regional Collaborative. They have some good documentation on their web site: <http://www.cirgis.org/about.html>

Conference calls can be used by the steering committee to hash out the documents.

Documents could be shared using Google Documents which works like a wiki.

Priorities for Steering Committee:

- Informal Intent Statement
- Working Mission Statement