

St. Augustine Shelter Team Meeting  
Tuesday, October 12, 2010 7:00 PM  
Agenda

- Welcome/Volunteer Log Sign-in;
  - Verify phone and email information
  - Verify phone tree
- Opening prayer: Katharine Anderson
  
- Shelter Team response to Red Cross alert for operating shelter Sept 29-Oct 2
  - Shelter team response to alert; lessons learned
  - Update phone/email changes (Paul/Alberto)
  - Update telephone notification tree (Dan)
  - Publish shelter team alert procedures (Paul)
  
- Shelter team planning for training on Saturday, Nov 13
  - Team input for shelter team training
    - Training concept
    - Training objective: cross-training in shelter areas; train new members
    - How to maximize cross-training in shelter areas
    - Timeline (8:00 am- 1:00 pm)
    - Tasks to be trained
    - Bi-lingual training support
    - Who does what/everyone's role
  
- Shelter Team input for supporting Red Cross training events
  - Host Red Cross training event?
  - Provide team members for Red Cross shelter at another location?
  - Operate a shelter at another location?
  - Team cross-training in other shelter areas?
  - Support Bi-lingual shelter team training at Red Cross events?
  
- Team Meeting schedule for spring/summer (Paul)
  - December 2010?
  - January 2011?
  
- Other input for consideration (all)
  
- Next meeting: Shelter Team training, Saturday, Nov 13, 2010

**Notes**