

**Baldwin County VOAD  
Long Term Recovery Team  
November 12, 2004  
Meeting Notes**

Chairwoman Brenda Lee (United Way) called the meeting to order. Others present included Michele Prockup (Catholic Social Services) Vice-Chairman Diane Clewell (American Red Cross) Raul Dunn (Project Rebound) Mary Ann Halliday (North Baldwin Ecumenical Association) Susan Jensen (FEMA) Ed Lakeman (Project Rebound) Pam Meredith (Ecumenical Ministries) Leisle Mims (American Red Cross) Tyson Reed (Island Church Recovery Team) Judy Sullivan (Project Rebound) Verlee Young (United Way)

Tyson Reed reported that the South district group has had a meeting, but needs more participation from civic and business leaders throughout the area.

Groups should identify key leadership in their area and encourage those people to help plan and participate in oversight of the recovery efforts. Caseworkers need to be trained, and can draw from community resources and organizations. Caseworkers need people skills, awareness of the importance of confidentiality, communication skills, respect for all people, and the ability to recognize the value and dignity of each person. They must possess good social work/counseling skills and exhibit good documentation and attention to detail. Case managers must be able to develop a recovery plan for each client and follow through with him or her. Cases will be referred from FEMA and local organizations. A team will come to Alabama to estimate construction needs. This will not be the responsibility of the caseworkers or managers.

Community Action Agency has agreed to act as fiscal agent for the Long Term Recovery Team.

A resource development committee was formed to deal with In-Kind Donations, Volunteer Recruitment, and Donation Development. Committee members will include Brenda Lee, Cindy Haber, and Kathy Danielson, pending the agreement of Cindy and Kathy.

A partnership needs to exist between crisis counseling and recovery. We need to assess the immediate goals for the LTR Team.

A time-line was established to begin recovery work:

November 19 -	Caseworker training
December 1 -	District Director for North, Central, and Eastern hired to work full time for six months
December 1 -	Case management supervisor begins half-time work
January 1 -	Case management supervisor begins full-time work
January 15 -	Each area should have held district meeting

A personnel committee was formed to develop job descriptions, determine compensation, and initiate hiring. Members include Brenda Lee, Tyson Reed, Michele Prockup, and Verlee Young.

Team members will look into establishing an organizational chart showing districts and a flow chart for case management.

Case referrals can be sent to Verlee. She will let members know when she has an office set up and a telephone number for clients.

Next meeting was set for Friday, December 3, at 10:00 a.m. at the United Way office in Foley.

**Baldwin County VOAD  
Long Term Recovery Team  
Mission Statement**

The Baldwin County VOAD's Long Term Recovery Team has agreed to meet and work together to address the needs of resident of Baldwin County in response to Hurricane Ivan. We will strive to:

- Provide coordinated management of the long-term recovery to the disaster
- Provide additional long-term assistance to individuals affected by the disaster who do not have adequate personal resources for basic needs as a result of the disaster.
- Advocate for ongoing preparedness within the faith community and cooperation with governmental and voluntary agencies active in disaster.

Participants in this effort include: (but are not limited to)

American Red Cross  
Baldwin Baptist Association  
Bay Area Food Bank  
Bay Pines Disaster Team (UMCOR)  
Catholic Social Services  
Christian Service Center  
Church World Service  
Community Action Agency  
Ecumenical Ministries  
Family Service Center  
FEMA  
Island Church Recovery Team  
La Clinica  
North Baldwin Ecumenical Association  
Project Rebound (BCMh)  
Salvation Army  
The Shoulder  
United Way