Minutes
BoCo LTRG Kickoff Meeting
February 1, 2022, 10:00am - 12:00pm

Location:
Old Nordstrom at Flatirons Mall (Next to Dicks)
https://goo.gl/maps/owcqGzEocSrJyN89A
1 W Flatiron Crossing Dr, Broomfield, CO 80021
Enter through the east entrance marked "Volunteers"
Take the escalator up to the 2nd Floor

Present (In Person and Remote)

Anders, Carlene: Disaster Leadership Team
Anderson, Ian: The Salvation Army
Banks, Brennan: Boulder Community Foundation
Banyan, Jennifer: Jewish Family Services
Cedar, Matt: FEMA
Cernich, Joan: Catholic Charities
Crawford, Suzanne: Sister Carmen
Culver, Jann: WK Real Estate, MRC
Drynska, Ben: World Renew
Fankhouser, Joyceelyn: Boulder County
Fox, Brenda: MDS
Gerrity, Karen: IMA
Gibbons, Peter: City of Louisville
Harlos, Kasey: 211 Colorado & United Way
Ishida, Louisa
Jackson, Josh: Red Cross
Kane, Phyllis: Lutheran Family Services
Korth, Heather: Our Front Porch
Laarman, Bob
Little, Sarah: Broomfield VOAD

Loachamin, Marta: Boulder County Commissioner
McCord, Noah: DHSEM
Moon, Katie: JustServe
Moon, Kyra: Salvation Army
Moore, Michael: UMCOR
Olsen, Charlotte: Administration for Children and Families
Parker, Stacy: Cajun Navy Ground Force
Patterson, Bal: Episcopal Church
Payne, Jack: FEMA
Peed, Kevin: Community Food Share
Pevernek, Jonathan: Team Rubicon
Réjouis, Mary Kate: Episcopal Church
Rice, Lisa: WK Real Estate
Roldan, Gabby: DHSEM
Russell, Stephanie: Serve 6.8
Schmitt, Ashlee: SERVE 6.8
Titus, Aaron: BoCo VOAD
Warning, Katie: Sister Carmen
Welcome

Welcome and introductory remarks by Aaron Titus, Co-Chair, BoCo VOAD:

- The 4 C’s: cooperation, communication, coordination, and collaboration.
- 5th Silent C: Competition.
- The 4 R’s, in order of importance: Relationships, Resources, Roles, Responsibilities

Many of our organizations are used to operating during peace time, when it’s every organization for itself. We are trained to trumpet the accomplishments of our organizations, which we should do. Disasters are different in at least one important way: We are really, truly, in this together. If your organization could really do it on your own, you would not be here today. 80% or more of the problems LTRGs encounter come from a sense of stolen partnership: Where two organizations work hand in hand, then one claims they did it by themselves.

This one piece of advice will solve 80% of your problems in an LTRG: Change your marketing mindset. When you raise funds, trumpet how well you are working with your community partners, by name (with their permission, of course). Stand out because you work together, not because you go it alone. Because none of us can go it alone. Nobody can enforce this rule, but you will find you will be more effective and have more friends.

Breakout Sessions by Subject/Committee

All participants were asked to self-organize into breakout sessions by subject. There were two breakout sessions by subject, each 15-20 minutes. Participants introduced themselves, took role, and were asked to answer six questions as a group:

- Your Questions
- Current Community Needs
- Anticipated Community Needs
- Your Top Priorities
- Your Next Action Item
- Your Next Group Meeting

An “action item” has three components: A person, a deliverable, and a date. Absent one or more of those components, it becomes a “point of information,” “wish,” or “calendar item,” but not an “action item.”

The following groups met, based on interest from participants:

- Disaster Case Management (DCM)
- Short Term Rental Housing
- Volunteer Management
- Communications
- Donations Management
- Mental Health, Emotional and Spiritual Care
- Unmet Needs Committee

Possible future groups/committees include:

- Construction Management
Financial Controls and Reporting

Children and Youth

Reporting by Subject/Committee

After the two Breakout Sessions, each committee had three minutes to report.

Disaster Case Management Committee: Some of the churches have case managers who will do the work, and may or may not apply for the DCM grant. Joycelyn does not encourage volunteer case managers. FEMA anticipates 10% of the population will need long term case management, but we think it’s higher. Need to identify what the unmet needs are – add additional fields to spreadsheet Phyllis is the contact for DART – getting people access, training, etc.

Want to know what orgs will be doing case management, how do they share info, and how does that fit into the DCM grant. How do we split up cases between the orgs? Top priority is getting case work data into DART.

Volunteer Management: Needs are to connect the dots between volunteers and needs, vet the volunteers, provide a timeline to community and volunteers that is realistic, find a long-term platform for coordinating.

Short Term Housing: What is it? Hotel, short-term rentals, etc. Lots of orgs doing short-term housing and would like to get them all under one umbrella. How many people still need short-term housing? There is a Marshall Fire Housing FB page – need to coordinate.

Donations Management: Where are the donations coming from? Is there funding? Needs will change and how long donations will continue. Make sure the vulnerable population has access to donations too. How to secure key partners, especially for rebuilding resources.

Mental Health, Emotional, and Spiritual Care: Do you keep Mental Health together with Emotional and Spiritual Care? Yes, for now. Is there capacity to meet the needs? TRU, schools, etc. are doing mental health support but not sure if it is meeting the need or if they need support.

Unmet Needs: What are they? How are unmet needs met right now before DCM is stood up?

Marta Lochamin, Boulder County Commissioner: Ask her if you need help making sure we reach all populations, especially the vulnerable folks.

Other items: Aaron Titus registered bocoltrg.org, but has not launched the website.
Mission Statement

A primary outcome of this meeting will be to adopt an initial Mission Statement. On Thursday, January 27th, an open working group met to do some initial work on a Mission Statement. They identified a long list of ideas, interests, and priorities that the LTRG will need to balance. The working group made the following recommendations:

- Keep the mission statement short and simple.
- The mission statement should change as community needs become apparent. The LTRG should regularly revisit and revise the mission statement.
- When possible, details about specific priorities should be delegated to the committees or policy documents. Committees should create and update their own mission statements and priorities, consistent with the LTRG Mission Statement.

Based on guidance from the Working Group, a draft Mission Statement was presented for consideration:

The purpose of the BoCo Fire LTRG is to support and empower individuals and small, locally-owned businesses affected by the fire and windstorm in Louisville, Superior, and unincorporated Boulder County to lead their own recoveries by identifying needs and coordinating assistance on their behalf. The LTRG is a coalition of existing agencies. LTRG services will be provided without regard to race, creed, color, gender, disability, or religious affiliation.

There was a substantial amount of group discussion, one clause at a time.

- There was consensus to remove “Fire” from the title
- LTRG typically includes individuals and households, not businesses. If you include businesses, then you have to decide what resources to allocate towards them. However, businesses recovering is an important part of an overall community recovery. Or we could omit “individuals and small, locally-owned businesses” and replace with “those.” Individuals who are sole proprietors can be assisted by LTRG, but the group needs to determine what the guidelines are and what the donors want to support. The Community Foundation did set aside money for businesses too. Case management won’t work with businesses either. There is a consensus that if the LTRG is going to help businesses, it would be the home-based or sole proprietorship type, which will be covered as a part of individual DCM. Consequently, there was consensus to remove any mention of “business” from the mission statement.
- Consensus to include “households” as well in the statement.
- Discussion on removing the type and/or locations of the incident. Need to provide some direction and criteria to case management. Consensus to remove the geography and just limit it to the incident and identifying it as Marshall Fire and windstorm. As a result, the LTRG can help people who are located outside of Boulder County because they were displaced after the fire, were affected by damaged property but live outside of Boulder County, or because they were affected by smoke damage in an adjoining county. Though funding may or may not exist to help non-Boulder County residents, we did not want to limit the potential work of the LTRG without better data.
- Consensus to add “collaborative” to the coalition of agencies.
• Documentation status and sexual orientation were suggested as additions.
• Include full name of LTRG on the website.
• There was consensus that the Mission Statement did not need to include any of the other subjects identified by the working group, and that these items could be worked into policy documents or posted on the website:
  ○ Jumpstarting recovery
  ○ Learning from other recoveries
  ○ Equitable assistance
  ○ Deep listening
  ○ Creating a charitable foundation
  ○ Building back better or more resilient
  ○ Restoring the heartbeat of the community (i.e. Original Town Superior)
  ○ Coordinating resources
  ○ Access and functional needs
  ○ Serving the most disinvested members of the community
  ○ Climate adaptation
  ○ Respect and honor

Final Mission Statement:

The purpose of the BoCo LTRG is to support and empower individuals and households affected by the Marshall Fire and windstorm to lead their own recoveries by identifying needs and coordinating assistance on their behalf. The LTRG is a collaborative coalition of existing agencies. LTRG services will be provided without regard to race, creed, color, gender, disability, religious affiliation, documentation status, or sexual orientation.

Immediate Next Steps

• Identify Leadership- committee chairs
• Operating committees
• Choose a simple governance structure
• Establish a Bylaws Working Group
• Vote to ratify leadership and governance structure
• Choose a fiscal agent
• Create basic organizational documents, policies, and guidelines

Next Meetings

Committees should begin meeting right away.
Next full LTRG meeting: Tuesday, February 8th, 10:00am-12:00pm, in person, same time and same place.