

Minutes
March 8, 2006

- I. Call to Order at 9:07 AM (Tim Manning) – Introductions made by everyone
- II. Old Business
 - A. Minutes from November 16, 2005 meeting (Greg Christy) – Attached to Board Packs. Everyone asked to review. No amendments to the minutes. Accepted unanimously as written.
 - B. SART member update (Greg Christy) – Currently 350 members signed up. Encourage agency employees to sign up if they have not done so already so that they may receive information from SART such as situation reports, news, and notices.
 - C. Web site update (Jiannong Xin) – User levels continue to increase.
11/2005 36833 hits 3407 unique visitors 14445 page views
12/2005 35329 hits 3578 unique visitors 13327 page views
01/2006 42441 hits 4209 unique visitors 13767 page views
Maintenance a continual process. Currently working on partner agency information submission form and member photo submission form. USDA links to NIMS and ICS training courses added to Training Materials area. FEMA I-700 link to be posted soon. Avian influenza page is also under development; information for it is being collected and will be forwarded to Dr. Xin in the coming weeks. Links and information to be reliable sources for partner agencies and employees to use.
 - D. Avian influenza background and update (Paul Gibbs) – Impromptu report on what avian influenza (high path – can jump into people and low path – relatively minor disease) was, where it occurs naturally, and a brief timeline of its effects on the human population (from 1997 Hong Kong deaths into Russia then Europe as of 2005). Mammals like tigers and cats have also been affected with the disease; tigers in Thailand dead from eating infected poultry and common cat deaths reported as well. Concern for the United States exists with the mixing of birds in the Antarctic during migration then flying into the US. Greg Christy and Sue Loerzel shared that work was currently underway to plan for an AI response should the disease be detected in Florida. Handouts provided by Sue were passed around the table for everyone to take (copies of handouts available). The brochures and posters can be ordered in bulk and in multiple languages from the Internet.
 - E. Training material update (Charles Brown) – Materials being added to Web page on regular basis. Preparing material within the SART Team Core, Pets & Disasters, and Climate-Based Decision Tools modules. On Web site currently are: *Introducing SART* lesson plan and participant workbook, *Toolkit for Planning a Community-based SART Training Event* lesson plan, *Introducing Florida Aquaculture* lesson plan and participant workbook, *Aquatic Animal Disease* participant workbook, *Emergency Management and Quarantine of Aquaculture Facilities* participant workbook, *Pets & Disasters: Personal Planning* lesson plan and participant workbook, and *Using Climate Forecasts in Agriculture* lesson plan and participant workbook. Additional units to be published in coming months.
 - F. VETS update (John Haven) – College of Veterinary Medicine (CVM) staff, faculty, and students assembled to provide a VMAT-like approach to assist with assessments, provide assistance to practitioners during recovery, set up a MASH if needed. Have been working on obtaining additional funding from the American Veterinary Medical Association (AVMA), Florida Veterinary Medical Association (FVMA), and Florida Association of Equine Practitioners (FAEP). Is trying to schedule meetings with area veterinary medical associations to speak to them

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about county SART, state emergency response practices, and promote involvement. Training has been scheduled for large animal rescue in May for the VETS team. If additional seats are open, John will advise. Barry Kellogg, widely recognized VMAT team leader, has offered guidance and assistance with the VETS venture; has been provided a courtesy faculty appointment at the CVM.

G. Committee Reports

County SART Development Committee (Liz Wang) – All items for county roll-out ordered, i.e. literature holders, goodies. Brochures in process of being updated for printing. Manual ready to be updated from what was given to the pilots – feedback has been positive from those who have provided it. Most advanced pilots have been Hernando, Hillsborough, Collier. Okeechobee pilot changed to Palm Beach County per request of the contact there. Have not received responses back from certain counties; will be trying to contact again. Have made contacts in Volusia, Orange, and Monroe counties for county SART development. Marcinda Wolhuis adds that there is a very active Sumter County SART that we have not made contact with and will get the contact info to Liz Wang. Marcinda also shares that the next Hernando meeting is March 23rd, 2006 and that her group's biggest surprise so far has been that there was no emergency plan for animals and agriculture in the county; group is working towards creating one. Bill Armstrong, leader for Hillsborough County SART, said his biggest surprise so far has been the amount of agricultural land use in the county. Tim Manning states that word is spreading across the country on the successes of our SART so far; the county groups are an important part of this.

[Refreshment and bathroom break]. Refreshments provided by USDA-OIG board member Tom Ackerman – please thank him.

III. New Business

- A. SART Coordinator introduction (Greg Christy) – In late December, FDACS Division of Animal Industry hired Liz Wang to coordinate the SART program. She has two degrees from the University of Florida – Bachelor of Science in Environmental Management in Agriculture and a Master of Science in Agricultural Engineering. Has three dogs, one cat, one horse, and one husband, David. ICS training includes I-100 and I-700, completing I-200 March 14-15, 2006. Disaster experience includes serving as the Public Information Officer (PIO) and working in the Planning Section for Hurricane Wilma in 2005. Has also been named as Liaison Officer in the event of a foreign animal disease.
- B. New Board member introductions (Tim Manning) – Several new agencies have partnered with SART or have sent new members to represent them. Welcome Jesse Wilson representing the USDA's Natural Resource Conservation Service and Jim Dean representing the USDA's Rural Development. Linda Harrison from Florida Fish and Wildlife Conservation Commission was unable to attend the meeting, but Ken Holmes was there in her absence. Confirmation for Florida Fertilizer and Agrichemical Association was pending as of the meeting. Several agency members are participating in committee work as well like Larry Halsey, Ed Aschliman, etc.
- C. State Emergency Board's relationship with SART (Tim Manning) – SEB operates under DR1800-1 Defense regulations. Members include Joan Dusky and Larry Arrington from UF-IFAS, Leslie Palmer from FDACS, and USDA agencies like Farm Service, Rural Development, Food Safety and Inspection, etc. Information from ESF17 damage assessments goes to the Commissioner of Agriculture's office and the SEB for analyzing and coordination of information.

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Info then goes to Secretary of Agriculture for final approval and release. Florida's SEB has recognized that an expansion on the SEB concept was needed. Has worked historically with natural disasters, but recognizes need for change due to threats of other disasters like an FAD. From a focus group meeting held in December, recommendations have been submitted to Washington, DC to try to establish SEB standards. SEB operates like a MAC. Quarterly meeting was just held on March 7, 2006 with Craig Fugate as a guest; avian influenza concerns discussed at some length. June's meeting will be concurrent with the SART Advisory Board meeting so that all participants can see how emergency operations work and what it takes to go from raw data to media-ready information. Some SEB members are also SART board members.

- D. Requesting personnel for response operations (Tim Manning) – Incident Commander (IC) needs to know during planning who is available with what resources and knowledge and how the agency releases them. Sue Loerzel added that a Presidential declaration of disaster opens FEMA funding. Have to be part of mission assignment to be accounted for and seek reimbursement of costs. There are mechanisms in place to get materials that can not be paid for like fencing. Jim Handley asked if we wanted a list from industry and private individuals for cow crews, trailers, etc. and asked whether or not these types of resources can be paid. Sue responded that, in the case of Louisiana, resources started out as volunteer basis, but ended up getting paid. We keep asking for money until told no. Bottom line is not count on payment, but be prepared to submit documentation for reimbursement. Resources have to be requested through the lead agency, in Florida's case FDACS. Joan Dusky suggested developing a memorandum of understanding (MOU) to work together and have something in place before a disaster that way funding not an issue and John Haven stated that the state needed to clear up funding issues and inconsistencies. Larry Halsey offered to provide cost share numbers for tractor-hours, equipment values, etc. Greg Christy said that he would look at including a funding section and try to get a representative from FEMA for the June meeting. Sue Loerzel, as the federal rep, acts as the FEMA point person at the state emergency operations center (SEOC) during Florida emergencies.
- E. Truck availability for pulling trailers (Greg Christy) – Have 12 trailers (possibly 13 soon). Each are 20-feet in length, 7000-8000 pounds fully loaded, and require a 2 ⁵/₁₆-inch ball hitch. Have limited access to trucks capable of pulling these trailers. Division of Forestry resources generally are tied up. Art Johnstone will check on other FDACS divisions. IFAS, per Joan Dusky, provides one to John Haven. Fish and Wildlife could have trucks with drivers available by maybe the third day of an incident. Suggestions to follow-up with include county public works, rentals (Enterprise, U-Haul), truck driving schools, dealerships, local armory, utility companies, and water management districts. Jim Handley stated he has significant truck resources available; will include in planning meetings when lining up resources.
- F. Committee introductions and sign-ups (Tim Manning) – Liz Wang read the Committee Business Rules that were included in the board pack and explained the rationale behind each. Each committee chair was introduced and a brief description of the committee provided:
1. Operations Forms, Chair David Perry – Tasks include creating a form to request missing personnel well-being check and updating all other ops forms including damage assessment. USDA-OIG helped locate personnel last year. Many agencies did not have current contact information for their employees and/or had post office boxes rather than street addresses.

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2. Animal Tracking Program, Chair Laura Bevan – Task is to create a tracking program that will allow displaced animals to be catalogued and tracked. Melissa Forberg was acting chair for this meeting in Laura's absence.
3. Curriculum, Chair Tom Ackerman – Tasks include establishing training guidelines and recommending certification requirements for members, identifying possible training subject/courses, and determining which existing courses are acceptable.
4. GIS, Chair Ed Aschliman – Tasks include identifying available layers and orthos, other needs, resources to fill those needs, facilitate data collection, and establish repository for data.
5. Executive Summary, Chair Marcinda Wolthuis – Create an executive summary to be used for reporting and seeking funding.

Future committee is Procurement. Bill Armstrong asked about a Communication Committee to analyze our communication haves, needs, and wants in a broad sense. There was none and Bill was unanimously appointed chairperson. Committee meetings to take place after meeting adjourns. Sign-up for the committees at that time. Joan Dusky offered the use of the IFAS polycom system to any committees that wished to use it. Contact Liz Wang and she will arrange it with Joan.

IV. Final Comments

Tom Ackerman presented a brief discussion on personnel safety. Need to think more on safety and security during field operations. Security issues during EMAC mission in response to Katrina were evacuees crossing over in to responder areas to shower and other general trespassing. Tom reminded everyone that there are domestic issues that are present without an emergency as outlined on his handout showing active hate groups in the state (copies of handouts available).

Art Johnstone – Office of Bio and Food Security Preparedness is proud to support SART.

Bill Armstrong – Florida Animal Control Association is proud to support SART.

Andy Bass – Emergency Animal Rescue Service is proud to support SART. Also, there are two locations for trainings being presented, Tampa and Ft. Lauderdale.

Joan Dusky – IFAS fully supports SART. Originally started with a biosecurity message and have strayed since inception. Encourages an all-hazard approach.

Paul Gibbs – Supports Joan's comments. Currently a university initiative being coordinated to be better prepared. Trying to fund a center for emerging diseases. Also looking for a new dean.

Frankie Hall – All issues discussed today come back to funding. Farm Bureau very effective force in lobbying on the state and federal levels and making officials understand the importance of agriculture. If SART comes up with a priority for funding needs, then can work with them on an activist level.

Jim Handley – Cattlemen's Association effective at state and federal levels lobbying. Has a network of people if needed. Question on whether the Communication Committee would be addressing media communication.

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Greg Christy stated that we have a Public Information Officer (PIO) for this purpose and would be setting up a joint information center (JIC) this year.

Jesse Wilson – working with other agencies on carcass disposal issues

Jan Hasse – Florida Veterinary Medical Association gathering information on clinics across the state and trying to arrange for GPS coordinates. Also assess generator capacities for those who have them.

Ken Holmes – Fish and Wildlife hopes to take a more active role in SART. Have most of the GPS coordinates for exotic animal facilities. Would like to see more safe houses and preventative measures taken. Also, many employees are sworn law enforcement agents, so can use them for security related issues.

Melissa Forberg – Humane Society prefers our SART system compared to others they have worked within. Accomplishes things more quickly, more safely, and with better communication.

Tom Ackerman – Will be looking for input on the Curriculum Committee and its members

Pam Devore – has not worked with SART before. Looking forward to contributing with the GIS project.

John Haven – CVM working with the FVMA on “rules of engagement” so that practitioners and clinics know what to expect in advance. As a member of the American Veterinary College Directors’ conference will be talking about SART and VETS there.

Tim Manning – Echoes Joan’s comments about being more prepared for incidents other than natural disasters. Asks that if anyone has a foreign animal disease table-top, or knows someone who does, let us know.

Next meeting June 7, 2006 at the Florida Farm Bureau, same room (second floor auditorium). Reminder to provide updated contact information to Liz Wang for the Contact Detail Sheet. Group picture taken.

V. Adjournment (Tim Manning) – 11:45 AM



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Committee Sign-Ups as of March 8, 2006

Animal Tracking Program – Laura Bevan, Chair

Andy Bass
Bill Armstrong
Raquel Aluisy
Jiannong Xin

GIS – Chair Ed Aschliman

Larry Halsey
Debra Martinez
Kent Cain
Pam Devore
Bryan Barfield
Carla Boyce
JP Calixte
Charles Sidman
Martha Wagaman
Brian Pierce

Executive Summary – Chair Marcinda Wolthuis

Joan Dusky
Art Johnstone
Liz Wang

Curriculum – Chair Tom Ackerman

Martha Wagaman
Sue Loerzel
Carol Lehtola
Charles Brown

Operations Forms – Chair David Perry

Martha Wagaman
John Haven