**Minutes of the Meeting of the Northeast Florida Fire Watch Council**

**By Zoom Teleconference Pursuant to Section 163.01(18), *Florida Statutes***

 https://us02web.zoom.us/j/85492153753?pwd=SGpMOTZHbTNVRDNkSHM0b2ZRMnJPdz09 Meeting

ID: 854 9215 3753, Password: 745401

**June 15, 2020 - 5:30 P.M.**

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| **Committee Meeting Attendance** |
| **X** | **Michael Fleming – Chair**  | **X** | **Lori Mason** |
| **X** | **Buck Burney-Vice Chair**  | **X**  | **Mike Griffis** |
| **X** | **Lynn Schultz** |  |  |

 **Quorum Present:*****Yes***

Rory Diamond, Jacksonville City Councilman

Damian Cook, Staff City of Jacksonville (COJ)

Mary Staffopoulos, Attorney, Staff COJ

Nick Howland, Fire Watch Executive Director

1. **Call to Order**

Chair Fleming called the meeting to order at 5:33 pm and reviewed the City of Jacksonville’s Zoom meeting protocols.

1. **Public Comment-**None.
2. **Remarks from Chair**

Chair Fleming went over the progress The Fire Watch has made since last meeting, including various outreach events and the Military and Veteran Resources Guide. He also discussed that working groups to update the Resources Guide would begin in July and that all Council Members would need to get Ethics training over the summer.

1. **Remarks from Executive Director**

Mr. Howland went through his report of activities since April 30, including the launch of the Watch Stander program version 1.0, the delivery of Watch Stander packages, the issuance of the Marketing Services RFP, the digitization of the Resources Guide, the Faith Leader seminars, and various Grant and Appropriations applications, including the CDC application, the requests from the 5 counties, the status of the State of Florida

appropriation and the recent award of $46,000 from the Community Foundation of Northeast Florida to fund the full development of the Watch Stander portal. Mr. Howland mentioned that his biggest disappointments since last meeting are (1) only 115 Watch Standers, and (2) the continued delay of veteran suicide data from Operation Deep Dive.

Mr. Howland also discussed upcoming events, including the SAMHSA workshops, the selection of a Marketing Service vendor, final digitization of the Guide on the website, and Ethics training. Mr. Howland said he is targeting to launch version 2.0 of the Watch Stander program to coincide with September suicide prevention month. By this time, the marketing effort should be planned and underway.

1. **Approve Minutes from Prior Meeting**

Chair Fleming asked for approval of the minutes from the meeting on April 30, 2020. Ms. Mason motioned for approval. Mrs. Schultz seconded the motion. The motion passed unanimously.

1. **Review Potential Funding for Community Veteran Engagement Board (CVEB) V-VEAC.**

Chair Fleming introduced the Community Veteran Engagement Board (CVEB) Virtual Veterans Experience Action Center (V-VEAC), which is a 1-day event that was piloted recently in Columbus, Ohio in order to rapidly sign up veterans for VA health care, and to adjudicate claims and resolve disputes. Northeast Florida was chosen by the VA as the next location for the event. There will be one event in July and another in August. Chair Fleming introduced Mr. Steve Spickelmier, Chairman of the Duval County Veterans Council, to discuss the CVEB V-VEAC. Mr. Spickelmier went through charts provided and discussed the event, the need for funding and where it would be spent. The recipient of the funds would be the USO, which is actively managing the event. Chair Fleming added that United Way 2-1-1 has committed to donating staff and software scheduling system for the V-VEAC.

Chair Fleming called for a motion to approve a maximum total expenditure of $5,000 to be paid to the USO to directly support the Community Veteran Engagement Board’s Virtual Veterans Experience Action Center workshops to be held in July and August 2020. However, before a motion was taken, Mr. Cook asked that the Council Budget be adjusted to allow for this expenditure as well as other changes required since the last meeting, including acceptance of the recent grant award of $46k from the Community Foundation of Northeast Florida and approval and reimbursement of marketing expenditures incurred by Chair Fleming and Mr. Howland.

Ms. Mason motioned to accept the grant award of $46k from the Community Foundation of Northeast Florida. Mrs. Schultz seconded the motion. The motion passed unanimously.

Ms. Mason made a motion to appropriate $5,000 from the Professional Fees and Services budget line item to the Administrative Expenses budget line item for reimbursement to Chair Fleming and Mr. Howland of Hootsuite social media monthly fees, Zoom conferencing monthly fees and other reasonable marketing and administrative expenses and to further appropriate $5,000 from the Professional Fees and Services budget line item to the Grants line item. Mr. Griffis seconded the motion. The motion passed unanimously.

Chair Fleming then called for a motion to approve a maximum total expenditure of $5,000 to be paid to the USO to directly support the Community Veteran Engagement Board’s Virtual Veterans Experience Action Center workshops to be held in July and August 2020. Ms. Mason motioned for approval. Mrs. Schultz seconded the motion. The motion passed unanimously.

1. **Approve Expenditures for Marketing and the Watch Stander Program.**

Chair Fleming asked Mr. Howland to introduce this agenda item. Mr. Howland discussed his additional expenditures to date, which were approved by the Chair, as follows:

* $310.08 for 1,000 color copies of the Watch Stander letter and shipping;
* $21.88 for shipping wallet cards to Nassau and Baker Counties
* $90.00 for 2 months of Hootsuite social medial management; and,
* $14.99 for 1 month of Zoom meeting subscription to hold public meetings.

Chair Fleming also submitted his expenses of $140.00 for Zoom meeting charges for the Faith Leaders webinars.

Chair Fleming asked for Council approval to reimburse Mr. Howland’s $436.95 expenses. Mr. Griffis motioned for approval. Ms. Mason seconded the motion. The motion passed unanimously.

Ms. Mason motioned for Council approval to reimburse Chair Fleming’s $140.00 expenses. Mrs. Schultz seconded the motion. The motion passed unanimously with Chair Fleming abstaining.

Ms. Staffopoulos added that the Northeast Florida Fire Watch Council will need a policy to address such expenses and reimbursement very soon.

1. **Discuss Virtual SAMHSA Crisis Intercept Mapping Workshop.**

Chair Fleming discussed the timing of events and how the mapping process has changed since it was in-person. Ms. Schultz asked to expand the invitation list within reason since the event is virtual, and the Chair agreed. Ms. Mason said she would like to see more Veteran Service Organizations (VSOs) participate and said she’d forward the invite to a few of them. Mr. Burney said he would like to see the August event done in person, even if it means doing it in September. The Council generally agreed.

The Chair asked the Council to follow up on invitations and send RSVPs to Mr. Howland.

1. **Discuss Status of County Funding Requests for FY21.**

Chair Fleming noted that he will be presenting a funding request to the St. Johns County Commission when Commissioner Blocker returns from deployment. Mr. Griffis said he would like the Chair and Mr. Howland to come out to Baker County to present the request and that he will set that up. Ms. Schultz noted that she, the Chair and Mr. Howland had already presented a funding request to the Nassau County Commission and that she will follow up on the request. Mr. Howland mentioned that the funding request had been forward to the COJ Mayor’s office and receipt was acknowledged. Mr. Burney said the funding request has been received by the Clay County Manager and that he will follow-up with that office.

1. **Other Business**

Mr. Howland noted that there were two incidents where the Fire Watch was contacted in the past month. The first was an active duty Navy member reporting to be in suicidal ideation. The Fire Watch coordinated with the Navy’s local suicide prevent office and the member’s information was handed off to the appropriate Chaplain at NS Mayport. The second was following an actual veteran suicide. The friend of the victim who contacted The Fire Watch for assistance was directed to 3 postvention resources and referred to the Veterans Resource Guide. This included one new resource – Once a Soldier – which is locally based and provides postvention support exclusively for families of veterans.

Mr. Howland said that he will now start discussing specific instances (without unique identifiers) at the end of every upcoming Council meeting.

1. **Public Comment-**None.
2. **Adjourn**

Meeting Adjourned at 7:38pm.