

**On call-** Dottie Kastigar, LaTeacha Tigue, Cassie (MHDC)

**Absent-** Jessie Dryden, Amanda Stadler, Gary Busiek

**Review of Progress to date**

**Inventory/Information on current statewide warming/cooling shelters**

- We still need information/documents for St. Louis programs and/or other weather programs. Chance Beeler connected Dottie with Zipporah Lee, who oversees St. Louis winter outreach. Dottie and LaTeacha will arrange a time to meet with Zipporah to get additional information about their programs: (419) 961-3164 or [stlwinteroutreach314@gmail.com](mailto:stlwinteroutreach314@gmail.com)
- Jessie will edit and incorporate information she received from Sarah Owsley Townsend from Empower Missouri into the document of statewide shelters. Jessie and Amanda will work on the list, and use interns to try to validate information we collect. Jessie will follow-up with Cathy Vaisvil from United Way. She will also edit the information from Kansas City and incorporate in the overall shelter list.
- Amanda will upload the results of the MHDC survey that was completed on Warming/Cooling shelters statewide.

**Toolkit outline**

- Draft narrative is mostly complete. Please feel free to edit.
- Continue collecting samples of example programs/materials, including operating manuals, forms, job descriptions, marketing materials, composition of leadership teams, etc.
- The intent here is to help someone wanting to start a program to be able to edit sample forms and documents rather than starting from scratch. We would like to include examples of more simple programs with little paperwork or structure, to more developed programs.
- We still need to incorporate the idea of debriefings at the end of the weather season
- We asked at the last GCEH meeting for members to share information on any programs they are aware of around the state.

**Meeting schedule: Conference call monthly**

Thursday, July 11, 8:30-9:15a

Thursday, August 8, 8:30a-9:15a

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**Sharing Documents/Logistics:**

- We will continue to use a "Go to meeting" format for future meetings so we can review documents that have been compiled to date.

**Purpose of Committee:** *The purpose of this committee is to assemble a resource “toolkit” of information, available from the internet, that communities can reference when trying to develop or improve a weather response program in their community.*

**Committee members and Contact information:**

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