

To: r3-excom2015@ieee.org
Cc: Region 3 Sections; Gregg Vaughn
Subject: [IEEE R3] MOVE Project Report to Region 3 ExCom 3/23/2015

MOVE Project Report

3/23/2015

A meeting held with David Iams, IEEE-USA Career, Member, and Professional Activities Manager and MOVE IEEE-USA Steering Committee member, to discuss various MOVE topics. Most significant is the impending need for a master list of MOVE volunteers that are trained and certified in various roles like MOVE Unit Driver, MOVE Deployment Team Leader, MOVE Deployment Team Member, and MOVE STEM Demonstrator. Expirations of individual certifications like "Red Cross CPR, AED, and First Aid Course" need to be tracked as do individual activities that document the volunteer's experience (exercises, deployments, etc.). Initially this can be managed manually with lists and spreadsheets, but eventually a web application is desirable. The volunteer list forms the basis for recruiting a team to deploy MOVE to a disaster site.

Another meeting was held at the American Red Cross Headquarters, Washington, D.C., with key national Red Cross staff"

Manager Partner Relations
Director, Disaster Response Services, Disaster Cycle Services
Manager, Sheltering Program Development, Disaster Cycle Services
Volunteer Partner, Response Services, Disaster Cycle Services

From the Move Project Mary Ellen Randall, David Iams, and I participated.

A significant observation by the Red Cross participants was that MOVE requirements and resulting services are derived from rare extreme circumstances like Hurricanes Sandy and Katrina, scenarios occurring about every 5 to 8 years. Many more modest events are the norm. The Red Cross has a number of vehicles that cruise impacted neighborhoods handing out meals (in reusable containers, subsequently recycled the following days) and other needed items such as blankets; it was suggested that MOVE bring sufficient Power Banks (hand held device rechargers) to stock these Red Cross vehicles from which they could be distributed and/or exchanged, returned units being returned to MOVE for recharging. An ongoing dialog is expected between MOVE and Disaster Cycle Services Staff. However, until MOVE is ready for deployment, perhaps until there are multiple MOVE units, the primary Red Cross point of contact will be the Raleigh, NC, Red Cross Chapter Executive.

The MOVE Business plan is nearing completion. This together with a Red Cross Memorandum of Understanding, a draft of which was recently prepared, are needed to finalize IEEE Board of Directors approval for fund raising and for MOVE funding from IEEE Foundation to be released for use.

Progress is being made on vehicle type and sources. A bus chassis with customized body has been added to the truck and trailer options under consideration.

Bi-weekly MOVE teleconferences held (with a few anomalies) – continuation and consistent core team participation is essential to make the mid 2016 goal of MOVE availability.

Key project objectives:

Jul 15	vehicle type and physical design (major systems requirements) established an procurement process initiated
Dec 15	Initial contingent of IEEE volunteers identified for all MOVE roles and Training/Certification started
Jan 16	vehicle with power systems, satellite antennas, air conditioning, and major interior physical elements delivered

Jan 16	detailed system design complete and procurement underway for extended WiFi system, Power Bank Charging, video system (video mixing, displays on and off vehicle), team communication facilities, computer(s), internal amenities
Apr 16	Vehicle system training content completed, STEM Presentation scripts complete.
Apr 16	MOVE administrative processes in place (licensing, insurance, etc.)
Jul 16	MOVE vehicle and volunteer staff ready for deployment; processes for initiating and launching a deployment team established.
Jul 16	MOVE maintenance schedule and processes documented

John Montague
MOVE Project Leader