

FAST DAILY BRIEFING AGENDA

Goals:

- All PAFN are being assessed in an efficient and organized manner
- FAST members are not duplicating efforts by assessing the same person twice
- Resource requests for all items needed are submitted in a timely and efficient manner.

Situation:

Any info on changing shelter population numbers; overview of the emergency conditions; any intel from the shelter manager that may be shared e.g. shelters closing/ consolidating/opening

Task:

Ideas about shift lengthening/shortening; staff changes; resource request: new/in-process/completed

Intent:

Cite reasons for changes in staffing or any information on resource requests

Concern:

Discuss/present any concerns about delays in resource requests, changing populations, safety issues

Coordinate:

Avoid duplication of assessment and resource requests for individuals

Calibrate:

Open discussion among FAST members about individuals, assessment coordination, resource requests, movement of individuals, gaps in providing services