



**Board of Directors Meeting Minutes
June 6, 2012**

Attendance:

Brian Hoyt, Chairperson	Amanda Ford
Jennifer Thrush, Vice-Chairperson	Mitzi Kline
Dan Kochensparger, Secretary	Angie Tabor
Lynn Cook	

Call to Order: Brian Hoyt convened the meeting at 1410.

Special Session Meeting Minutes: Mitzi Kline moved, with a second by Jennifer Thrush, to accept the minutes of the April 11 special board meeting as written. Motion carried by acclamation.

JIC Logistics & Planning Committee: Chairperson Dan Kochensparger reported the following:

- The Fairfield County JIC site survey was revised, following the committee’s tour and inspection of the new facility at the county Job and Family Services building. An overview will be presented at the July 11 COPIN general membership meeting.
- The COHAN section of the COPIN JIC plan was recently updated to reflect new callout procedures and new personnel and contact numbers.

Membership Committee: Chairperson Angie Tabor presented the applications of the following for consideration:

- Anna Krutowskis, City of Marysville Public Information Clerk, for support membership.
- Corinne Riegler, Logan County Health District Emergency Preparedness Coordinator & PIO, for support membership.
- Shaddy Swade, HandsOn Central Ohio Disaster Preparedness Coordinator, for support membership.
- Stephanie Andrian, HandsOn Central Ohio VP of Information & Disaster Services, for support membership.

Professional Development Committee: No report.

Message Development Committee: No report.

COPIN Call-out Procedures: The advertised contact number for a COPIN response team deployment continues to be board member Mitzi Kline’s cell phone. The board agreed to have the chairperson meet with Franklin County EMA&HS to discuss their willingness to assume the role of the central contact via their 24-hour number. The SOP would be for EMA to process the initial request for COPIN assistance,

and then to contact a board member. The board member would follow-up with the requesting jurisdiction to determine the exact resources needed, and initiate the callout via COHAN.

Website: Franklin County Public Health continues to perform this function on behalf of COPIN. Dreamweaver is the current software program. Brian Hoyt will follow-up regarding the potential to move it onto a mobile platform.

July General Membership Meeting: The board reviewed agenda items and confirmed the professional development segment will be an EMA presentation regarding Emergency Support Function (ESF) 15 – External Affairs.

Amanda Ford moved, with a second by Jennifer Thrush, to adjourn the meeting at 1544.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Dan Kochensparger". The signature is written in black ink and is positioned above the printed name and title.

Dan Kochensparger
Secretary