



**Board of Directors Meeting Minutes
September 12, 2012**

Attendance:

Brian Hoyt, Chairperson	Lynn Cook
Jennifer Thrush, Vice-Chairperson	Mike McNutt
Dan Kochensparger, Secretary	

Call to Order: Brian Hoyt convened the meeting at 1414.

Meeting Minutes. There was one correction made to the draft minutes of the July 11 special session board meeting. Lynn Cook then moved, with a second by Jennifer Thrush, to accept the minutes as written. Motion carried by acclamation. There were multiple corrections made to the draft minutes of the July 11 general membership meeting. Chairperson Brian Hoyt will email these amended minutes to the all COPIN members for review prior to the call for a motion of acceptance on October 10.

JIC Logistics and Planning Committee: Chairperson Dan Kochensparger reported on the following:

- A date has been established to perform a JIC site-survey in Delaware County. As reported at the previous general membership meeting, this will replace the Morrow County survey.
- The committee chairperson completed the resident portion of the EMI “Master Public Information Officer” course at the National Emergency Training Center in Emmitsburg, Maryland, and will present an “after-action report” at the October general membership meeting.

Membership Committee: Brian Hoyt, acting on behalf of absent committee chairperson Angie Tabor, presented the applications of the following for consideration:

- Beth McCollam, Gahanna Parks & Recreation Public Information/Marketing Coordinator, for support membership.
- Angela Smith, Morrow County Public Health Commissioner, for support membership.

Jennifer Thrush moved, with a second by Lynn Cook, to accept the aforementioned applicants as COPIN members. Motion carried by acclamation.

Professional Development Committee. No report. This committee is currently without a chairperson and the board will be recruiting candidates to fill this position.

Message Development Committee. No report.

Full-Scale Exercise at Bolton Field. Mike McNutt reported on details of how “public information and warning” will be incorporated into the September 20 radiation training drill. There will be a test of the

COHAN system for COPIN member call-out the day before the exercise, using this mock incident as the premise. Franklin County Public Health will transport and set up the mobile JIC the day before the exercise, at Columbus Fire Station 31 at 5303 Alkire Road. McNutt will be functioning as the real-world media liaison. Columbus Fire will be staffing the two field PIO positions, and COPIN members will be staffing the mobile JIC. Media staging and VIP observation will be at the Columbus State Aviation Center at the airport. There are plans for several public information-related injects, including a mock press conference.

Committee Meetings and Membership. The board will be reviewing all on-file membership applications and the current committee membership rosters, with the intent of filling voids as needed to assure the goals and responsibilities of each committee are being met. Beginning with the October 10 general membership meeting, there will be time allotted as part of the regular agenda for the committees to meet and conduct business. This should allow for more participation by the membership, and also will make better use of time for those who travel a distance to attend.

October 10 General Membership Meeting. Board members proposed the agenda. In the absence of a Professional Development Committee chairperson, Brian Hoyt will coordinate the training session (board members were asked to send suggestions to him).

There being no further business before the board, Jennifer Thrush moved, with a second by Lynn Cook, to adjourn the meeting at 1530.

Respectfully Submitted,

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

Dan Kochensparger
Secretary