



**Board of Directors Meeting Minutes
July 7, 2010**

Attendance:

Amanda Ford, Chairperson
Lynn Cook, Secretary
Brian Hoyt
Emma Speight

Dan Kochensparger, Vice Chairperson
Mitzi Kline
Scott McAfee
Rich Weiner

Call to Order: Made by Ford at 2:00 p.m.

Previous Board Meeting Minutes: Motion by Kline with second by Speight to accept the minutes of the previous meeting as written. Motion carried by acclamation.

Treasurer's Report: No report.

Membership Approval: Speight presented one membership for approval: Kathryn Lewis with Paratus Solutions. Kochensparger moved to table the discussion until further information is obtained. Weiner seconded. The vote was unanimous to table the membership application of Kathryn Lewis until further information is obtained by Speight.

Letters of Agreement: Speight reported that no new LOAs were received since the previous board meeting. Ford presented changes to the attachment of the LOA and will email it to the board for review. It was agreed that the attachment would also be sent to CPD for their feedback.

COPIN website analytics: A summary report for the period of 4/15 to 5/15/10 was presented by Ford for review.

JIC Logistics & Planning Committee: Kochensparger reported that the JIC Committee is facilitating training on key positions of the COPIN JIC Plan at the next two membership meetings based on the Columbine school shooting incident. The membership will be asked to break out into groups representing five key JIC positions to problem solve based on the scenario. This training will be an agenda item rather than take place before the membership meeting. McAfee suggested reaching out to school PIOs for their participation. Follow-up conversations will take place via email.

Professional Development Committee: Cook reported on Delay's behalf.

- A handout will be provided at the general membership meeting regarding September's training: Psychological First Aid.
- Additional dates for a mobile JIC exercise will be obtained as the proposed August dates were deemed unacceptable due to numerous summer vacations.
- At the suggestion of Kline, membership will be reminded to take ICS 702 (online) before September if they hope to receive future funding from the Federal Government.
- Social media information cards will be distributed to membership asking for their links/url's so that a social media directory can be developed.

Upcoming Meetings: The board finalized the agenda for the July 14 general meeting. It will include the JIC training session and a presentation by Miller PR. The board will meet again on September 22, 2 p.m. at Columbus Public Health.

Adjournment: Motion by McAfee with second by Kline. The meeting was adjourned at 3:30 p.m.