



**General Membership Meeting Minutes
April 10, 2013**

Attendance:

Stephanie Andrian, HandsOn Central Ohio	Lisa Rase, Pickaway County Health Department
Megan Batson, Fayette County Health Department	Corinne Riegler, Logan County Health
Amber Breedlove, Franklin County Public Health	Darcie Scott, Pickaway County General Health District
Bernice Cage, MORPC	Donna Stalter, Fairfield Medical Center
Alexis Comer, Madison County/London City Health	Michael Straughter, Gahanna-Jefferson Public Schools
Mindy Davis, Columbus Regional Airport Authority	Shaddy Swade, HandsOn Central Ohio
Leslie Dybiec, Washington Township	Angie Tabor, Columbus Regional Airport Authority
Bill Ehrgood, Columbus Division of Fire	Jennifer Thrush, Union County Health Department
Amanda Ford, Columbus Department of Public Safety	Tracy Whittaker, Delaware General Health District
Patrick Ferguson, Columbus Division of Fire	Lindsey Wright, City of Whitehall
Kelly Hand, Morrow County Health Department	Laura Young Mohr, Columbus Dept of Public Utilities
Todd Kirkpatrick, Licking County Health Department	
Dan Kochensparger, Upper Arlington Fire Division	Guests:
Mike McNutt, Columbus Public Health	Jodi Andes, SWACO
Jayne Moreau, Columbus Public Health	Lynn Bruno, Mifflin Township
Pam Palm, Knox County Health Department	Patrick Valentino, Knox County Health Department

Call to Order: Chairperson Mike McNutt convened the meeting at 1409.

COPIN Updates: Mike McNutt reported that former chairperson Brian Hoyt has resigned from the board, following his change of employers from the City of Gahanna to the Central Ohio Transit Authority. McNutt gave an overview of recent board decisions, including his election as chairperson for 2013, and the appointment of Lindsey Wright from the City of Whitehall and Donna Stalter of Fairfield Medical Center to fill two of the vacant board positions. McNutt also reviewed the current board of directors roster.

Membership Committee: Committee Chairperson Angie Tabor reported the following:

- Several new membership applications have been processed.
- The committee has developed a more efficient meeting sign-in system that will only require current members to review their demographic information, make any needed corrections, and initial that they are in attendance.

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

- Per several members in attendance, the mobile JIC has been officially transferred from Franklin County Health to the Union County EMA. (The previous proposal for it to go to the American Red Cross of Greater Columbus fell through.) Union County will house, maintain, and act as the point-of-contact for jurisdictions requesting its deployment for training and responses.

- Committee members performed a site survey of the Delaware County JIC on November 7. The final report was sent to Delaware County officials.
- There is a PIO training tool available called “Simulation Deck” that allows for the creation of simulated social media sites that can be implemented as part of training exercises, to test the emergency public information and warning function. For information, go to <http://simulationdeck.nusura.com/index.html>.

Message Development Committee: Jennifer Thrush gave an overview of the original charge of the committee, which was to develop fact sheets addressing all-hazards situations inherent to the organizations represented within COPIN. After an open discussion period, the subject was referred back to the board of directors. Board members will explore the premise of changing the committee’s focus to collecting existing fact sheets and messages, uploading them to the website, and performing regular reviews of the materials to ensure their timeliness and accuracy.

Professional Development Committee: The position of committee chairperson remains vacant. A discussion by the general membership about continuing education topics resulted in the following suggestions:

- Lessons learned from real-life incidents
- Lessons learned from the Muskingum County exotic animal incident, by either the sheriff, Jack Hanna, or Hanna’s PR person
- Lessons learned from training exercises
- A panel of representatives from COPIN agencies who are not PIOs, to talk about how they see the interfacing of public information in their duties, and to give ideas about how to educate others about the roles and responsibilities of PIOs
- Annual tabletop exercises
- Mock press conferences
- A review of COPIN response team procedures
- A “COPIN callout” functional exercise
- Participation in a “Preparedness Partners” webinar involving members of the media, exploring perspectives on what each can do to support the goals of the other
- How to communicate with international, cultural, disabled, and other special communities during a crisis or planned event

COPIN General Membership Feedback: Chairperson McNutt facilitated an open discussion concerning the membership’s desires for COPIN’s direction, resulting in the following feedback:

- Sharing of the tools and methods other organizations are using to handle crises
- Networking with fellow public information and crisis communication specialists
- Scheduling of social activities and “away from the job” outings
- Collection and sharing of agency public information protocols.
- Creation and upkeep of a master database of Ohio media outlets (so each individual agency doesn’t duplicate efforts to check with media each year to ascertain if information is current)
- Uploading info about public information training opportunities to the COPIN website (NOTE: Amanda Ford used to receive and forward to COPIN members a comprehensive database of scheduled multi-discipline training events; McNutt will check to see if this is still available)
- Professional development and continuing education at quarterly meetings
- Working in small groups to allow members to become more familiar with each other’s backgrounds and disciplines

Formal Training Session: Mike McNutt presented a recording of a Columbus Public Health “Preparedness Partners” webinar on the application of social media by local and state agencies, and the use of social media by the Fire Department of New York during Hurricane Sandy.

Member Announcements:

- Ohio EMA is hosting the “G291 JIS/JIC Planning for Public Information Officers” training course on May 7, and the “G290/291 Basic PIO Series” from June 11-13
- A free webinar by UCLA social media expert Beverly Macy and HootSuite government specialist Sajji Hussein on “Social Media in Government: 5 Key Considerations” will be held April 23 at 2:00 p.m. EST at: http://emails.hootsuite.com/trk?t=2&mid=NDA3LU9ZWf00ODI6MTY3OjEzMDM6MTI3NjowOjExMzE6Nz02NjMzNzkxOmxlZWfubndAZmNkamZzLmZyYW5rbGluY291bnR5b2hpby5nb3Y%3D&&http://ow.ly/jFWr2?mkt_tok=3RkMMJWWf9wsRonuKzKZKXonjHpfsX%2B7e8uXq63fMI%2FOER3fOvrPUfgjI4ATcfjI%2BSDLwEYGJlv6SgFTrDCMa95wLgJUxM%3D
- The Columbus Regional Airport Authority will hold a full-scale exercise at Rickenbacker on June 20. Anyone interested in functioning as a media portrayer, or evaluator for Emergency Public Information & Warning, should contact Mindy Davis at mdavis@columbusairports.com or 614-238-7807
- The COPIN 24-hour mutual-aid request line, formerly funneled through Mitzi Kline, will now be directed to Mike McNutt
- Those present were polled as to their respective organizations’ current projects

Next General Membership Meeting: The next meeting is tentatively scheduled for July 10, 2013, from 2 p.m. to 4 p.m. at Franklin County EM and Homeland Security at 5300 Strawberry Farms.

Adjournment: Shaddy Swade moved, with a second by Mindy Davis, to adjourn the general membership meeting at 1610.

Respectfully submitted,



Dan Kochensparger, Secretary