

## **COPIN General Membership Meeting**

**April 09, 2014, 2:00-4:00 pm**

**Panera Bread, 300 W. Lane Ave, Col.**

1. **Meeting Called to Order:** Chair Dan Kochensparger called the meeting to order at 2:15pm.
  
2. **Attendance:** Present at the meeting were the following COPIN members.
  1. Amber Breedlove                      Franklin County Public Health
  2. Ann Brown                              City of Worthington
  3. Lynn Bruno                              Jackson Township
  4. Bernice Cage                            Mid-Ohio Regional Planning Commission
  5. Megan Canavan                        City of Powell
  6. Lee Cole                                 Columbus Division of Fire
  7. Alexis Comer                          Madison County Health Department
  8. Darcy Dooley                          City of Grove City
  9. Kelly Hand                               Morrow County Health Department
  10. Shawwna Jordan                       Union County Health Department
  11. Niel Jurist                              City of Gahanna
  12. Dan Kochensparger                   Upper Arlington Fire Division
  13. Jayne Moreau                         Columbus Public Health
  14. Corinne Riegler                       Logan County Health Department
  15. Kim Snell                               Columbus Regional Airport Authority
  16. Donna Stalter                         Fairfield Medical Center
  17. Shaddy Swade                         HandsOn Central Ohio
  18. Angie Tabor                            Columbus Regional Airport Authority
  19. Jennifer Thrush                       Union County Health Department
  20. Connie Tracy                          Columbus Regional Airport Authority
  21. Tracy Smith                             Columbus Division of Fire
  
3. **Meeting Minutes Approved:** Motion to approve the following COPIN general membership meeting minutes was moved by Bernice Cage and seconded by Kelly Hand. The motion carried unanimously.
  - a. July 2012
  - b. October 2012
  - c. July 2013
  - d. Oct 2013
  - e. January 2014

**4. COPIN Board of Directors Reviewed:**

- a. **Appointments to the Board** - At the March 20, 2014 COPIN Board of Directors meeting, Donna Stalter and Angie Tabor were appointed to three year terms to the Board by Vice Chair Jennifer Thrush (in absence of a Chair). The current COPIN Board is made up of:
  - i. Dan Kochensparger
  - ii. Donna Stalter
  - iii. Angie Tabor
  - iv. Jennifer Thrush
- b. **Officer Elections** - Officers were elected by the COPIN Board of Directors at the March 20, 2014 meeting.
  - i. Chair – Dan Kochensparger
  - ii. Vice Chair – Angie Tabor
  - iii. Secretary – Jennifer Thrush
- c. **Recruiting New Board Members** - The Board of Directors is looking for COPIN members who are interested in serving on the Board of Directors. To serve on the Board, the COPIN member must be a public information officer or communications professional. The annual time commitment is approximately (4) 2-hour meetings and some email correspondence. If interested in serving on the Board, please contact any of the current COPIN Board members.

- 5. Future COPIN Regular Meetings:** Members indicated that they would like to move the time of quarterly meetings up an hour to avoid rush hour traffic.

**Remaining 2014 COPIN meetings will be from 1-3pm.**

**a. July 9, 1-3pm – Reserved at FCEMA training room**

**b. Oct 8, 1-3pm – Reserved at FCEMA training room**

**6. Re-Register your COPIN account on the COHAN Emergency Notification System:**

- a. COPIN members need to update their registration in the COHAN (Central Ohio Health Alert Network) system to ensure they can be notified in an emergency situation. Please look for an email from COHAN. Please follow the prompts in the email to re-register your account. If you have any questions, ask a COPIN Board Member.
- b. A COHAN alert test of COPIN is scheduled for May. Please update your registration information as soon as possible.

- 7. COPIN Requested to Present to the Contingency Planners of Ohio:** Jennifer Thrush will be presenting about and recruiting for COPIN to the Contingency Planners of Ohio on April 16. CPO is a non-profit group of professionals dedicated to continuity of operations planning primarily for private businesses.

8. **COTS Social Media Exercise:** COTS is sponsoring a social media focused exercise on May 8<sup>th</sup> with many different players from throughout Central Ohio. Simulated Facebook, Twitter, Blogs, and other platforms are being created so that players can test how they will use Social Media in a mass injury/fatality situation.
  
9. **Focusing on Professional Development in 2014:** The COPIN Board is focusing on ways to improve professional development opportunities for members. Any suggestions of topics or speakers are welcome. Please provide feedback to a COPIN Board member. Possible topics for 2014 that have been discussed include a training on how to use social media for rumor control, a presentation by the Muskingum County Sheriff (exotic animal escape), presentation from the Public Relations Society of America, and a training on how to use video resources like VIMEO to promote your organization.
  
10. **Professional Development: “Building Professional Crisis Communication Relationships”**  
Dan Kochensparger led a low-tech presentation on the 10 tips for building professional relationships that can improve trust and reliability in a crisis situation.
  
11. **Professional Development Activity: Speed Networking**  
Jennifer Thrush led a speed networking activity to allow members the opportunity to connect with more members. The activity provided 3 minutes to talk with someone new in order to strengthen our relationships within COPIN.
  
12. **Meeting Adjourned:** Motion to adjourn the meeting was moved by Bernice Cage and seconded by Shawwna Jordan. The meeting was adjourned at 3:46pm.