



**July 8, 2009
Minutes**

Attendees:

Bret Atkins, Ohio Department of Health
Amber Breedlove, Franklin County Board of Health
Jesse Carter, Delaware General Health District
Cynthia Coleman, Franklin County Coroner's Office
Amy Diltz, Pickaway County Health Department
Jonathan Dye, Licking County Health Department
Alexis Evans, Madison County/ London City Health Department
Amanda Ford
Susan Geier, Columbus Public Health
Shawna Jordan, Union County Health Department
Scott Kibler, Crawford County Department of Health
Dan Kochensparger, Upper Arlington Fire Division
Elizabeth Kress, Franklin County Board of Health
Scott McAfee, Village of New Albany
Aaron Miller, City of Upper Arlington
Pam Palm, Knox County Health Department
Lisa Rase, Pickaway County Health Department
Jeff Robinson, City of Powell
John Rockwell, Columbus Police Department
Aimee Shadwick, ADAMH
Emma Speight, City of Upper Arlington
Jennifer Thrush, Union County Health Department
Laura Young Mohr, Columbus Department of Utilities
Barry Zwick, Bexley City Schools

Welcome and Introductions

Board Update

- Susan Geier announced her resignation from the COPIN Board. She will be moving to New Hampshire with her family. Thank you to Susan for all of her hard work and dedication to COPIN.
- Amanda Ford will be assuming the role of Vice-President on the Board.
- The Board is asking that people turn in their outstanding LOAs or ask questions if you need assistance with the LOA process.
- There are no funds to report.

Board Elections and Bylaws Update

- There have been several Board members that have had to leave the Board, so there will be five seats to fill during the election at the December meeting.
- Rich Weiner and Mitzi Kline's one-year terms end this December. There are also 3 three-year terms and one 2-year term that will be open to be filled.
- The Board is a voluntary position. A Board member must be a COPIN member and PIO. The Board meets every other month.
- Members are asked to submit nominations in writing to the Board by the October 14th meeting. The membership will vote on the nominees at the January membership meeting.
- The Board is also asking for feedback or amendments to the bylaws.

Hotline

- The hotline can be used for a variety of emergencies and isn't limited to public health events. The hotline number is 211. Calls are taken by call takers at FirstLink and also rolled to 311 (the Columbus call center). There is also the capability to expand to Columbus Utilities call center with 60 people.
- The hotline was open during the H1N1 response. Hotline scripts were given to call takers. The call center took about 340 calls from the public.
- The committee met a few months ago and is working on updating the hotline activation protocol to make it more all-hazard.
- The committee is also working on an after-action report from H1N1.
- More people are needed on the committee.

JIC Logistics

- The H1N1 After-Action Report is a work in progress.
- The committee did a site assessment at the Union County JIC site. Jennifer Thrush from Union County shared that the site visit was helpful because it forced them to think about who sets things up and how. Union County has multiple potential JIC sites and the county buildings are networked.
- The next site visit is planned at Fairfield County on July 22.

Membership Committee

- It was decided at the last membership meeting that the membership form is too long and may be overwhelming for a new member to complete. Emma is working on splitting the form into two parts.
- Those who have completed the membership form do not have to fill it out again.
- There will be two levels of membership:
 - Supporting members – not able to respond in an emergency, benefit from the networking and continuing education opportunities.
 - Response members – are able to respond in an emergency if they are available, more detailed paperwork is needed from this group.
- At the October meeting, there will be new member orientation. This will be an opportunity to collect more in depth information from members.

- There are several gaps in our membership – schools, police, fire, hospitals, and social services. Please contact Emma or Amanda if you have any leads.
- It is not overkill to have more than one person from an agency involved in COPIN. You can both network and learn from the education provided as well as serving as each other's back-ups.
- Attendees were encouraged to share testimonials and give feedback to help recruit more members.

Professional Development

- This committee provides training at 1:00pm prior to the quarterly meetings, promotes future training in the newsletter and emails, and maintains a reading list on pertinent topics.
- The committee recently had a conference call and met briefly after the COPIN meeting.
- Thanks to Scott M for the training material on July 8.
- The last committee meeting was postponed due to H1N1 response. It was held on July 8.

H1N1

- Lots of people partnered for the response. Many people called the JIC and this ensured that there was a consistent message.
- Dan K reviewed the timeline from the response and highlighted media clips. There was a COPIN call-out via email, the hotline opened, and the JIC opened.
- The After -Action Report will be on the website and will be mailed.
- There was concern that there was not a consistent distribution list used for COPIN and media. This is being addressed.
- We are looking ahead to the fall. There is work being done on an H1N1 vaccine. It will be different from regular flu vaccine. The H1N1 vaccine will be government issued. It is possible that that vaccine could come out in October and will be a huge challenge for Public Health. If mass vaccination clinics are used, COPIN may be called to assist with response.

Upcoming Classes and Exercises

- On September 17th, Madison and Franklin Counties will participate in an IED exercise. Public Information will be evaluated. The mobile JIC has been requested to be used. COPIN has been invited to participate, observe, and/ or evaluate.
- There will a Mobile JIC run-up at the end of August or beginning of September. More details to come.
- On September 8, 9, and 10 NIMS 300?? & 400 will be offered at Port Columbus.
- Pills in People (PIP) previously scheduled for August 18 has been scaled back due to H1N1. You no longer need to hold this date on your calendar.

MORPC Award

- COPIN was awarded The William C. Habig Collaborative Achievement Award on April 20, 2009.

Social Media Discussion

- The 1:00pm training focused on a PRS webinar highlighting the social media of FEMA and CDC. The group talked about how they are using social media.
- Columbus and Franklin County developed a joint facebook fan page for the H1N1 response. They are also using Second Life to plan for medication distribution.
- Columbus Public Health has a facebook fan page.
- The Coroner's website will be redesigned soon and may include a blog.
- Susan Geier has a social media press release template that she will send out to the group.
- WOSU did a non-profit 2.0 training on April 1. It is available online. This training highlights local non-profits and how they are using social media.

Next Meeting

- October 14, 2009 from 2:00pm to 4:00pm at the Franklin County Emergency Management Agency