

**STANISLAUS COUNTY MEDICAL RESERVE CORPS
ADVISORY BOARD MEETING
February 24, 2011**

Present: Jean Anderson, Dr. David Canton, Renee Cartier, Mary Sherwood, Marilyn Smith, Deborah Thrasher, Dr. John Walker, Cindy Woolston, Capt. Jeff Tzeng, M.D.

Absent: Sharon Perry, Dr. Raymond Govett

AGENDA	TOPIC	DISCUSSION/RECOMMENDATIONS	ACTION ITEMS
CALL TO ORDER	The Board meeting was called to order at 2:35 pm		
REVIEW AND APPROVAL OF MINUTES		Cindy Woolston motioned to approve minutes and Dr. Walker second the motion. All were in favor.	
INTRODUCTIONS	Introductions were made.		
COORDINATORS REPORT	Coordinators report was provided by Mary Sherwood	See attached report. The report is a result of updates to the in-house database utilized to track volunteers and training (see attached). The system has been updated to include the new training track system. It was noted that there were two similar categories, nursing students and student nurses. It was agreed to track student RN's and LVN's separately.	Mary to update the student nursing categories to track RN's and LVN's.
MEDICAL DIRECTOR	Dr. Canton's report will be included in the strategic planning section.		

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UNFINISHED BUSINESS	Strategic Planning	<p>Dr. Walker stated the planning meeting went well and all priorities identified were measurable and attainable (see attached). Topic highlights per priority were:</p> <p>Priority 1 – Will lay groundwork for other tasks. Models already exist. Priority 2 – Some suggestions were Pharmacist and Veterinarian. Priority 3 - Capt. Jeff Tzeng, M.D. is here for a month and will be helping to develop guidance and policies with regard to physicians. Priority 4 – Engaging volunteers while increasing proficiency. Priority 5 – Retaining a minimum of 80% of deployable members. Priority 6 – With respect to future funding, we should look at 501c dollars.</p> <p>It was noted that the strategic priorities and training tracks should utilize the same terminology when referring tiers/levels.</p>	<p>Mary to schedule strategic planning meeting.</p> <p>Mary to add Strategic Priorities as an agenda item.</p>
	Training	<p>Jean stated that she is looking for a new co-teacher for the Psychological First Aid. The gentleman that agreed to take over for Ann is no longer available.</p> <p>Mary passed around the DHV training manual that she created. The state liked the manual and with the permission of the vendor, would like to distribute it to other CA MRC's. Mary also distributed the 2011 training calendar. Deborah Thrasher suggested that we include OES's</p>	<p>Mary to obtain OES ICS classes and add them to the MRC calendar.</p> <p>Mary to get Psychological Triage curriculum information to Jean.</p> <p>Sharon to provide Mary with Memorial's self assessment tool.</p>

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		<p>classes for ICS.</p> <p>Jean inquired about the Psychological Triage training. This has not been purchased and Jean indicated that she may be able to buy it with her program dollars.</p> <p>The ACS and Mass Care & Shelter training is pending the development of the level of care protocols. These protocols will also be integrated into the strategic planning and development of MRC capabilities.</p> <p>The training committee wants to hold a general meeting for all volunteers to discuss the changes in training policies.</p> <p>Training delivery methods were discussed (online vs in person). Obtaining a self evaluation to develop a baseline may help with the development and/or utilization of curriculums.</p>	
	Background check policy	Need to add revocation to the background check policy. Add revocation to the new induction of members and also a section referring to existing members	Mary to revise background check policy to include revocation of membership.

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NEW BUSINESS	Golden Guardian Exercise	The SCMRC will not be participating in the exercise.	
NEXT MEETING			<p>Next meeting:</p> <p>Thursday, April 28, 2011 2:30 p.m. – 4:00 p.m.</p> <p>Public Health – Conference Rm 820 Scenic Drive Modesto, CA</p>