

**STANISLAUS COUNTY MEDICAL RESERVE CORPS
ADVISORY BOARD MEETING
February 23, 2012**

Present: Dr. David Canton, Renee Cartier, Mary Sherwood, Marilyn Smith, and Cherie Dockery
Called In: Scott Penner and Sharon Perry

Absent: Dr. Raymond Govett, Dr. John Walker, Deborah Thrasher and Cindy Woolston

AGENDA	TOPIC	DISCUSSION/RECOMMENDATIONS	ACTION ITEMS
CALL TO ORDER	The Board meeting was called to order at 2:30 pm		
REVIEW AND APPROVAL OF MINUTES		Dr. Canton motioned to approve minutes and Renee Cartier second the motion. All were in favor.	
INTRODUCTIONS	Introductions were made.	The Board welcomed Cherie Dockery from SCBHRS.	
COORDINATORS REPORT	Coordinators report was provided by Mary Sherwood	<p>Mary provided the Board with an SCMRC report covering February 2008 – December 2011. The Board will review and provide comments, requests or suggestions regarding expanding the reports content. Some suggestions were to include a Table of Contents and a paragraph highlighting the Policies and Procedures manual that was developed. The final report will be posted on the SCMRC website.</p> <p>Also provided to the Board was a draft of the Volunteer Recruitment, Engagement and Retention Plan for review and comments. Mary also provided an activities matrix model developed by a Florida MRC. She plans to incorporate the draft</p>	<p>Board to email Mary comments/suggestions on the 2/2008-12/2011 report by Thursday, March 8th.</p> <p>Mary will incorporate the draft Recruitment, Engagement and Retention Plan into sample matrix obtained from a Florida MRC and asked the Board to provide feedback on the draft provided.</p>

AGENDA	TOPIC	DISCUSSION/RECOMMENDATIONS	ACTION ITEMS
		<p>Recruitment, Engagement and Retention plan into a similar matrix. Marilyn Smith commented that the matrix would be a good idea to keep things on track.</p> <p>Mary stated that an Open House had been held for members on February 16th; over 20 members attended. The purpose was to provide an opportunity for members to update their information and/or be issued a badge. The new training plan was also discussed and felt that the comments were positive.</p> <p>Renee shared that consultants had developed the outline of training for ACS, Medical Shelter, PODS, and SNS and discovered there was some duplication in the content. Curriculum was changed as follows: Intro to SNS/Mass Prophylaxis for all tracks in level 2, an additional RSS/Warehouse for support track. Also added training for mobilization and demobilization. Curriculum should be completed by April and will submit to Board for review and comment at that time.</p>	
<p>MEDICAL DIRECTOR</p>		<p>Dr. Canton attended the Open House where he held a discussion with members regarding what is needed to be prepared. He believed that it was an excellent knowledge sharing opportunity and volunteers were engaged.</p>	

AGENDA	TOPIC	DISCUSSION/RECOMMENDATIONS	ACTION ITEMS
STRATEGIC PRIORITIES	Physician Credentialing	Dr. Canton also shared that he provided Dr. Walker with the information on physician credentialing he had developed while working at NDMS. He and Dr. Walker will be meeting on March 6 th to discuss Fitness for Duty criteria.	Dr. Canton and Dr. Walker to meet on March 6 th .
NEW BUSINESS	Lessons Learned	The Training Subcommittee will meet on February 29 th to plan the next Lessons Learned program scheduled for August 30 th .	Training Subcommittee to meet on February 29 th at 9:00am at Mountain Valley EMS (Marilyn, Sharon and Mary).
	ACS Exercise	Mary reported there is an ACS Exercise planned for Saturday, April 30 th , 9:00am – 1:00pm. She is assembling a planning team of SCMRC members that attended the exercise in September 2011. She will also test the DHV mission deployment capabilities. Ongoing DHV system testing was discussed. It was recommended by the Board to conduct them quarterly. When possible, utilizing exercises to conduct “real-time” testing of our response rate and capabilities.	Mary to conduct planning meetings for ACS exercise. Mary to conduct quarterly testing of the DHV system and “real-time” testing during exercises.
	Statewide Exercise November 2012	Renee stated that the Statewide Exercise is being conducted in November of this year. Hospitals will be testing their surge capacity and Community Services Agency and Red Cross will test shelters. The SCMRC will participate and test the DHV mission deployment and response capabilities. The exercise is still in the	

AGENDA	TOPIC	DISCUSSION/RECOMMENDATIONS	ACTION ITEMS
		development stage so specifics of the SCMRC's full participation have yet to be determined.	
NEXT MEETING			<p>Next meeting:</p> <p>Tentative: Thursday, April 19, 2012 3:00-3:30 p.m. – 4:30-5:00 p.m.</p> <p>Learning Center, County Ctr 3 917 Oakdale Road, Modesto (behind the Coroner's Office next to Ross)</p> <p>Conference call-in: Number: 1-888-808-6929 Access code: 2055850</p>

DRAFT