



**NORTHEAST CENTRAL OHIO REGION 5
PUBLIC HEALTH PLANNING COMMITTEE
FEBRUARY 22, 2007**

Attendees: Joseph Diorio, Mahoning County DBOH; Susan Kovach, Mahoning Co. DBOH; Leanne Beavers, Barberton Health District; Sandy Swan, TCHD; John C. Vincent, Sr., Barberton Health District; Michael Moser, Akron Health Department; James J. Smith, Shelby City Health Dept.; Dianne Passage, Columbiana County Health Dept., Nancy O'Diam, MORCHD; Mary Derr, Mansfield-Ontario-Richland Co.; Justin Bechtel, Medina County Health Dept.; Daniel Raub, Medina County Health Dept.; Melanie Campbell, Carroll County Gen Health Dist; Gillian Solem, Summit County Health Dist; Kelly Engelhart, Portage County Health Dept.; Susan Varnes, Wayne Co. Health Dept.; Vaughn Anderson, Holmes County; Sue Mischka, Ravenna City; Lynette Blasiman, Ravenna City; Judy Tornabene, Tuscarawas; Suzanne Albury, Tusc Co. HD; Joan F. Robis, New Philadelphia City HD; Andy Simmz, Akron General; Art Ocah, Lodi Comm. Hosp.; David Randall, MORC Health Dept.; Amy Ascani, Stark Co. HD; Margo Erme, Akron Health Dept.; Kathy Coleman, SCHD; Al Sanders, Ashland Co-Ci Health Dept.; DuWayne Porter, Portage Co. Health Dist.; Bob Pinti, Warren City Health Dist.; Debbie Mokosh, Trumbull Co. Health Dist.; Randee Shoenberger, Trumbull Co. Health Dept.; Judi Roman, Trumbull Co. Health Dept.; Rita Spahlinger, Trumbull Co. Health Dept.; Selene Layton, Trumbull Co. Health Dept.; Chris Coenen, Summit Co. Health District; Gillian Solem, Summit Co. Health; Terry Merrick, Girard City HD; John Ferlito, Kent City HD; Bob Pattison, Canton City; Ray Herbst, Ashland Co. City Health Dept.

Meeting was called to order by David Nunley, Regional Public Health Coordinator.

Motion to approve the minutes from the last meeting was made by Gill Solem, seconded by Michael Moser. Unanimous approval.

State Tabletop on School Closing

Melanie Campbell, Chair of the Public Health Planning Committee, and David Nunley attended the State Tabletop on School Closures in Columbus. They reported that their impression was that much more discussion about emergency planning needs to occur at the state level between the Department of Education, ODH and other agencies that may be involved.

Regional Work Groups

David reviewed the mission statement of the Public Health Planning Committee and showed a PowerPoint presentation on the proposed new work groups, including: **NIMs**; **MRC**-chaired by Kerry Kernen; **PIO**-chaired by Kristen Hildreth, **Exercise Design**; **Communications**; **Mass Care and Sheltering**; **Resource Management** (formerly Data Resource Inventory)-chaired by Vaughn Anderson; **Finance**-chaired by Judy Tornabene; **Education/Training**-co-chaired by Tim Gabrelcik and Bob Hasenyager; **SNS/Mass Dispensing**-co-chaired by Kelly Engelhart and Gill Solem; **Community Containment** (which includes Isolation and Quarantine)-chaired by Greg Halley; **Public Health Website**-chaired by David Nunley; **Epidemiology**-chaired by Susan Kovach; and **Plan Review**.

Mission statements of the groups were reviewed and a motion to accept the new Public Health flow chart was made by Margo Erme, seconded by John Vincent. Unanimous approval. David encouraged members to sign up to participate on these subcommittees. David will be sending out a copy of his presentation to the region.

Regional Website Development

David presented a site map of the proposed regional website, created by John Woodard. David stated that he will be the webmaster and in control of the site and its contents, which will include Public Health Planning, the regional Steering Committee, a calendar of events and links to each health department in the region. The Public Health Planning page will include a section for each of the Public Health workgroups. Once the site is up, it will replace the regional quarterly newsletter.

Calendar of Events

There will be an ICS 300 training on February 26-27 and an ICS 400 training April 17 and 18. The 300 class is full but there are still a few slots available for 400. David is looking into putting together another ICS300 training for the region.

David distributed a flyer for a training program on March 8 at NEOUCOM entitled “Special Needs of Children in Disasters.” David encouraged members to attend.

Functional Group Updates

Regional EPI Drill – Susan Kovach and Kelly Engelhart

The after-action/corrective-action from the Epi drill was distributed to members. David will be emailing the document to the region as well.

Kelly reviewed the corrective action for the design aspect of the drill. Points for improvement included:

- Scheduling training for evaluators at the time of the drill.
- Scheduling the after-action shortly after the drill, rather than months later.
- Better communication about expectations of participants (i.e., not just epidemiologists, but all communicable disease staff involved).
- Providing more information to the players beforehand.
- Better staffing in the simulation cell.
- Kelly recommends that everyone who may participate in upcoming drills take the 120 course through EMA for a basic overview of how different exercises and drills should work.

Susan reviewed the corrective action for the functional part of the drill. The three objectives tested were communications, disease information sharing and disease tracking and reporting.

- Phone tree was very effective among the epis and all agreed it should be kept.
- Would like to start using the Epi folder in OPHCS to ensure information is up to date until the regional website comes up.
- Will be doing a poll of the region to determine whether key people who need the information – epis as well as communicable disease staff – can get it on OPHCS and if they can, then will work onto that technology, but until then will just keep using the NECO listserve.
- Guidelines on who starts the phone tree, and how and when, will be created and attached to the regional Epidemiology SOG.
- The interview form worked very well, so it will be included as an attachment to the SOG.
- Information flowing between health jurisdictions and between health jurisdictions and hospitals was somewhat inconsistent, so an information template will be developed to use across the region, along with procedures for completing the template.

- Have to make the procedure NIMS compliant. The epi groups wants to start typing personnel at the local level, and once the information is compiled, it will be made available for use.
- A regional surveillance procedure needs to be developed and built into the SOG.
- EpiData database was not useful; it was very difficult to share information back and forth, so ODRS will be utilized and queries and procedures built into it.

Next meeting will be June 14 2007.

Motion to adjourn was made by Bob Pattison; seconded by Jim Smith. Unanimous approval.