



**NORTHEAST CENTRAL OHIO REGION 5  
PUBLIC HEALTH PLANNING COMMITTEE  
MARCH 26, 2009**

*Attendees:* Jessica Miles, MCHD; Justin S. Bechtel, Medina Co. HD; Joseph Diorio, MCDBOH; Susan Kovach, MCDBOH; Susan Varnes, Wayne Co. HD; Steve Schwarzwaldner, Holmes Co. HD; Jim Smith, Shelby City; Glen Moore, Akron Health Dept.; Marlene Martin, Summit Co. HD/MRC Coordinator; Leanne Beavers, Barberton HD; Kathy Coleman, SCHD; Kim Villers, Portage Co. HD; Kelly Engelhart, Portage Co. HD; Daniel Raub, Medina Co. HD; Margo Erme, Akron Health Dept; Sandy Swann, TCHD; Joyce Himebaugh, Affinity Medical Center; Melanie Campbell, Carroll County HD; Nancy O'Diam, MORCHD; Mary Derr, MORCHD

- The meeting was called to order by Kristi Kato, Regional Public Health Coordinator
- Roll call was taken; there were not enough voting members in attendance to make a quorum.
- Minutes from the last meeting were reviewed; suggested changes were to change the word “smaller” to “local” in the bullet point regarding future direction of the Plan Review group and to change the date of the next meeting. A voice vote was held to permit a motion to approve the minutes without a quorum. Gene Nixon made the motion; it was seconded by Jim Smith with unanimous approval.
- Glen Moore provided updates on the Plan Review group’s activities. Three conference calls were held for LHDs to call in to the Plan Review group with questions. Participation was minimal and although subsequent survey results were mainly positive, participation again was very low. Suggestions were made to conduct the conference calls on a semi-annual basis, to establish a minimum participation level and require RSVPs for the conference calls, and to formulate a role for the Plan Review committee in regional Risk Communication development.
- Gene Nixon provided an update on B-Team activities. The group met in February and reviewed the PHEP RFP and subsequently made a proposal to reduce the number of deliverables from 122 to 67 and focus on five main areas: Planning, Interoperability, SNS, Risk Communication and Epidemiology. The group also expressed concerns about the concept of large POD teams who would travel statewide and staff PODS, and felt that it would be more appropriate to develop POD management teams of 5 or 6 people. At the March meeting, the group reviewed the released RFP and expressed disappointment at the result. The number of deliverables was only reduced from 122 to 105, and 65 of those were new or significantly changed. The group requested a copy of the grant to review prior to submitting a concurrence/non-concurrence letter. Summit County will be applying to administer the grant and Kristi will send out a template for support letters.
- Kristi introduced Dorene Burkhart from ODH who is the new SART consultant. Dorene reiterated that the Notice of Intent to Apply letters are due on 4/13/09 and qualification responses will be sent on 4/14/09. Applications are due 5/11/09. Bidders conference calls will be held on April 1 and April 7.
- Kristi reviewed upcoming training opportunities. HSEEP will be held April 28, 29 and 30 at NEOUCOM. Kristi reminded the membership that once participants complete HSEEP training, they will become part of the regional exercise design team, per the CL5 assessment. ICS 400 training will be held on June 18 and 19 at IBEW in Akron, and EPRI training is offered on an on-going basis; anyone interested can contact Sarah Metzger.
- Kristi and Steve Bosso conducted a PowerPoint presentation on a Virtual Joint Information Center for PIOs, based on the system used in Oregon. Handouts were provided. The PIO group wishes to establish a similar Virtual JIC in the NECO 5 Region which would be developed locally and hosted on SCHD’s off-site server. There would be a one-time cost of \$10,000 to develop the system which would come from regional dollars. A unanimously-approved motion was made by Steve Schwarzwaldner and seconded by Margo Erme to permit a summary proposal to be sent to the membership electronically for voting. Kristi will email that to the group.
- The next meeting will be held 6/18/09 at 9:30 at NEOUCOM.
- There being no further business, a motion to adjourn was made by Susan Varnes; seconded by Justin Bechtel. Unanimous approval.