



Northeast Central Ohio Region 5
REGIONAL WORKGROUP MEETINGS
September 24, 2008

PUBLIC INFORMATION OFFICER WORKGROUP

Present: Susie Frew, Ray Herbst, John Mason, Kristi Kato, Lynette Blasiman, Chris Partis, Mary Ann McGuckin, Bruce Shade, and Sarah Metzger

I. Call to Order

Meeting was called to order by Kato, NECO Public Health Coordinator.

II. County Level Plans

- The following county level plans were distributed to the group: Portage County Public Health Response Communication Plan, Mansfield-Ontario-Richfield County Health Department Crisis and Emergency Risk Communication Plan, Carroll County Emergency/Crisis Communication Plan, Summit County Health District Emergency Operations Plan Communications Annex and Emergency Communications Standard Operating Guideline. Ashland County also submitted a plan but due to a copier malfunction individuals in attendance were not given a copy, they will be provided at the next meeting.

III. Draft SOG

- Individuals in attendance received a copy of the draft regional standard operating guideline. The workgroup was also provided with a copy of the Ohio Emergency Operations Plan Emergency Support Function #15 Emergency Public Information and External Affairs. A small group of individuals (Bosso, Kato, Mason, and Shade) are going to amend the document to suite the needs of the region. The documents will then be distributed to the workgroup for review before it is presented to the Plan Review Committee. The workgroup discussed two different scenarios, one being a public information incident management team (process oriented), the utilizing the regional coordinators. After discussion the workgroup determined an incident management team would be a better option due to grant funding and other issues.
- In order to make changes to the means of communications noted in the standard operating guideline Kato is going to send out a survey, via survey monkey to gain a better perspective of what means of communication public information officers use. She will obtain the list of communication devices from the Tactical Interoperable Communication Guidance Documents for NECO Region 5. This survey will be sent to the workgroup by the 1st of October.

IV. Draft JIC Operations Plan

- Bosso provided the workgroup with the DRAFT NECO Region 5 Joint Information Center Operations Plan. The workgroup was very receptive to the plan. The concept of an incident management team arose again. The JIC Mutual Agreement is what this document needs to put it into practice, as well as determining designated facilities in each county for the regional JIC. Kato is going to bring in a copy of the Ohio Department of Health's Information Dispensing Unit Leader standard operating guideline to see if it can be merged with the JIC Operations Plan. This will be an agenda item at the next meeting.

- Numerous members of the workgroup are concerned that many counties do not have functioning JIC's. The workgroup suggested providing regional trainings to baseline counties on what JIC's.

V. Next Steps

- McGuckin from Akron Health Department spoke on using the 211 system individual counties as a way to reach special needs populations. InfoLine Inc. is responsible for Summit County's system and Portage County's after hours and not during an emergency.
- Public Health and Hospital PIO's will take part in a NECO Drill during this year's influenza season, looking at the target capability of Emergency Public Information and Warning. The drill will be testing the potential use of the NECO website. PIO's are asked to send any influenza related press releases or brochures to Kathy Coleman, kcoleman@schd.org to post to the website library. This will allow other PIO's to view this information and not "reinvent the wheel." More information will be provided along with instructions via email.

VI. Next Meeting

- The next meeting is schedule for November 5th, 2008 at 0930 at ARHA.

VII. For the Good of the Order

- Hallsky provided the group with Portage County Information Line Policy and Procedures. This is what Portage County uses to set up a hotline during an event; the example was given of the recent Chipotle incident. During this event Kent State operated their call center.

VIII. Adjournment

Meeting was adjourned by Kato, NECO Public Health Coordinator.