

Sudbury Medical Reserve Corps  
Meeting Minutes

**Meeting title:** Executive Committee  
**Meeting Chair:** Jonathan Harding, MD

**Meeting date:** September 18, 2007  
**Recorder:** J Harding

**Attendees:** Bob Leupold, Marilyn Ellsworth  
**Copy:** Liisa Jackson, Janet Lauer, Pascal Cleve, Lynne Geitz, John Stevens

<b>Agenda Topic</b>	<b>Issue</b>	<b>Discussion</b>	<b>Conclusion</b>	<b>Action</b>	<b>Who?</b>
I. Review of Minutes	Prior Minutes reviewed	We reviewed the minutes but did not have a quorum  Cori checks completed		Approve at next meeting	Jon
2. Recruiting	Ex Comm	Janet and Gaby have resigned. Lynne and John, who have devoted a lot of time to the group, will not be able to do as much in the future. Multiple projects on the agenda.  LWV ads by Marilyn not successful. CERT course may be recruiting tool but we all have reservations about how well subscribed these will be.	Solicitation on town website  Use Eagle scouts as adjunct members  Solicit volunteering for ExComm in Town Crier  Display ad in library  Solicit people 1:1	Contact Stacey	Bob    Marilyn
3. Training	CERT training session	Marilyn's plan: Intro: Why MRC? Jon Orientation video Pandemic Demonstration Lynne Break Preventing and Treating Psychological sequelae of disaster Jon EDS DVD Discussion, Q&A		Ensure equipment will be available  Ask if we can invite volunteers at reduced rate for that one session if not filled otherwise	Marilyn

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	EDS	35 min. DVD will be shown at CERT session 10/30, and could also be shown at meeting with XComm and disaster volunteers.  Bob has signs for EDS stations  Defer EDS exercise until the winter, after viewing DVD			
4. Communication	Pascal's report	Excomm now on Reverse 911 should there be an emergency Database half completed; could be more efficient with better designed registration form Credentialing verification done for those on database. How do we get various file formats into database? Or, how do we create database to accept various file formats?		Design new form  Check w/Mark	Pascal  Bob
5. Finance	Fundraising	\$3000 would allow us to hire a part time staff person to execute the actions we design in committee. Could we tap into local businesses, foundations, or town budget? CERT is doing fundraising. Is this allowed for a Town Committee?		Check w/fire chief Ask town mgr.	Bob  Jon
6. Misc	Badges	Need to find out when badging machine will be available. Once ready, we can have a badging night in which we take pictures, create badges, watch EDS DVD, tentatively assign volunteers to positions, etc.		Call Liisa	Bob
7. Next meeting			Tentatively 10/18.	Check with others Invite Ruth Mori	Jon  Bob

Respectfully Submitted, September 22, 2007

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Jonathan Harding, MD