

Tuesday, 09 March 2010

Meeting Notes - Sudbury Medical Reserve Corps

MRC Executive Committee Members ('+' = *present*; '-' = *absent*)

+ Carol Bradford	- Jon Harding
+ Pascal Cleve	+ Bob Leupold
+ Marilyn Ellsworth	- Ipp Matjucha
+ Dale Farmer	+ John Stevens

09 February EC meeting minutes were accepted. John will forward them to Victoria who will then post them on the Sudbury MRC website.

'OLD' Business

Debrief H1N1 Flu Clinics

Bob reported that approximately 3500 H1N1 and 2600 Seasonal flu vaccine doses were distributed in Sudbury via the various Flu Clinics that the Sudbury Public Schools and the Sudbury Board of Health organized and conducted. A large percentage of the vaccine doses were administered through the school-based clinics that targeted students.

CPR/AED Training Event

Marilyn reported that a 22 March date has been set for the first CPR/AED training session. This event will be conducted in the Goodnow Library's small conference room by Lily Gordon. Marilyn will draft an email announcement to be sent to Sudbury MRC and CERT members. John will review and forward final version to Pascal (or Victoria) for MRC distribution and to Richard Simon for CERT distribution. Sign-up (registration) will be required via email or phone call to Victoria who will maintain the participant list and share it with Lily. The CPR/AED event will be limited to a maximum of 10 participants. An American Heart Association Certificate of Training will be available to participants with a payment of \$6.00.

Bob reported that he is considering how to provide up to \$500 of grant money to help support the three training activities that Lily has offered to provide (22 March CPR/AED; 29 Apr First Aid; 06 May CPR/AED).

Marilyn will draft announcements for the Town Crier and Action Unlimited to promote the 29 April and 06 May events.

Badging Event

John reported that Liisa Jackson and Doris Moore suggested that it would be more time-efficient to simply send digital photos of volunteers eligible for MRC badges to Doris who would then prepare and send back the laminate badges. Doris also provided a short information sheet to be completed for each individual getting a badge that should be sent with the person's digital photo. John will coordinate with Victoria (or Pascal) to identify those Sudbury MRC volunteer-members eligible for a badge.

New/Current Sudbury MRC Volunteer lists

Pascal and Victoria will confer re: updating and managing our Sudbury MRC volunteer list.

'NEW' Business

Policy Development re: MRC Badge Eligibility

John proposed that eligibility for a Sudbury MRC badge require: 1) Passing the CORI check; 2) License Verification, if applicable; 3) MRC Basic 101 training; and 4) ICS Completion Certificate. While there was general agreement for this proposal, it is not yet clear how to enact it. It was agreed that we need more clarity on the process (who, how, when, etc.) re: CORI checks and license verifications and when and how to provide MRC Basic 101 training. It was agreed that ICS training can be completed on-line and that a copy of the Certificate of ICS Completion could then be forwarded by the volunteer to Victoria who would then build and manage our Membership file.

Social/Informational Meeting (04 May)

Marilyn reported that she reserved the large conference room at Goodnow Library on 04 May for our use. After some discussion, it was decided that we would hold a multi-purpose event from 7-9 pm that evening...1) Invite residents for some informal social time with current MRC members; 2) Provide a 30-40 Introduction/Orientation (MRC Basic 101) presentation about the MRC; 3) Recognize those volunteers who helped set-up and run Sudbury's Flu Clinics; 4) Distribute MRC badges to those waiting for them; 5) Take digital photos of those volunteers qualifying for an MRC badge; and, 6) Provide a short 'talk' about crowd management during an EDS or Flu Clinic.

Carol volunteered to draft an announcement for this 04 May event for Sudbury Happenings, Town Crier, Action Unlimited, etc. John offered to develop and conduct the 30-40 minute version of MRC 101. Dale offered to provide a 15-20 minute 'talk' on crowd control, drawing on his event-planning job experience. Marilyn volunteered to ask Sudbury Cable TV to videotape the presentations. Bob offered to fund the refreshments for the social time.

Developing a Sudbury MRC Basic 101 On-line Training Video

John suggested that we think about developing a short training video that could be posted on our Sudbury MRC website that volunteers could watch at their convenience to satisfy the proposed MRC basic 101 training requirement for Sudbury badge eligibility. A Certificate of Completion could be offered with verification of completion similar to the on-line ICS training option. There was general support for this idea with a willingness to discuss it further. John will keep this notion in mind as he prepares the 30-40 minute MRC intro/orientation basic 101 'presentation' planned for 04 May.

MRC Grant Spending

Bob reported that he had some grant money to buy additional supplies and equipment for the Sudbury MRC. Among the items he is considering buying are: 1) 2-3 additional privacy screens; 2) some easels for holding signage; 3) several more stanchions for cordoning off areas or channeling people; 4) some 3-foot tall sandwich boards for signage; and 5) 1-2 6-foot folding tables.

Next meeting date... Tuesday, 13 April

Prepared and submitted by:
John Stevens