



KCER: KIDNEY COMMUNITY EMERGENCY RESPONSE COALITION

Coordination of Staff and Volunteers

ATTENDEES

<i>Lisa Hall</i>	<i>Lana Kacherova</i>	<i>Dean Morris</i>	<i>Patrice Zyry</i>
<i>Lynda Ball</i>	<i>Jim Curtis</i>	<i>Steve Neighoff</i>	<i>Dr. Jacoby</i>
<i>Liz Howard</i>	<i>Norma Gomez</i>		

KCER MEETING MINUTES

Date: February 10, 2009	Time: 5 PM ET	Location: Conf call	Coordination of Staff and Volunteers Response Team
--------------------------------	----------------------	----------------------------	---

TOPIC	DISCUSSION	PLAN OF ACTION	RESPONSIBLE	DUE
Review of minutes	Norma reviewed the minutes from August 12, 2008. The issue with the ANNA conference line has been resolved. Our team was commended for actions during the drill.	Sherilyn will be invited to our next call to in-service the team on the listserv	Norma Gomez	April 14, 2009
Team Members	Norma introduced Patrice Zyry as the Co-Chair of the committee. Norma will contact the members of the team regarding their ability to serve on the committee this year. The call tree will then be updated and distributed to the team.			
Charter/Activation Plan	Norma asked the team to review the Charter and make comments. Jim said there is a new Charter template and he will send to the team. Dr. Jacoby felt the Charter was missing how we would operationalize the Charter. For example – we need to know what type of mission's and the level of volunteers needed for the mission. Several questions need to be addressed before we can move on the training issues.	Jim to forward new Charter template	Jim Curtis	ASAP

	<ul style="list-style-type: none"> • Will the volunteers be augmenting staff? • Will the volunteers be in the disaster area vs overflow area? • Do we need to federalize the volunteers? <p>Norma and Lynda to review the current SBON website for any updates to licensure during disasters.</p> <p>Jim told us that the Physician group is working on a Dialysis strike team. Jim will ask Dr. Kopp to invite Patrice, Dr. Jacoby and Norma to the next Physician team call.</p>	<p>Norma Gomez and Lynda Ball</p> <p>Jim Curtis to contact Dr. Kopp</p>		
Training	<p>The team discussed several options regarding training. Dr. Jacoby suggested that we review ICS 100, ICS 200 and ICS 700A.</p> <p>FEMA Independent Study Courses at the Emergency Management Institute (EMI) http://www.training.fema.gov/is</p> <p>There was concern that our volunteers do not have the background necessary to go into a disaster area. Norma reviewed the current questions asked of each volunteer. Patrice will work with several individuals that have been deployed and develop a survey to send out to the Volunteer team.</p>	<p>Team to review ICS courses and be prepared to discuss at next call. Discuss content as well as time involved to take the course. Norma to forward the link</p> <p>Patrice Zyry to develop a survey for Volunteers</p>	<p>All</p> <p>Patrice Zyry</p>	<p>4/14/09</p> <p>4/14/09</p>
Pending items	<p>Items placed on hold until questions answered regarding Mission's</p> <ul style="list-style-type: none"> • Role descriptions for volunteers • Training • Database development 			
Next meeting	Tentative in April 14, 2009 at 5 PM			