

CT-1
Connecticut Disaster Medical Assistance Team
Membership Meeting Minutes
CHA Headquarters
Barnes Road, Wallingford, Ct
20 March 2003

The meeting opened at 1907 hours with the Pledge of Allegiance. Acting Unit Commander Marge Letitia presided.

I. The minutes of the February meeting were accepted unanimously.

II. Unit Commander's report:

A. NDMS update:

1. Titles: complete revision and integration of the Department of Homeland Security is expected to be a three to five year process.
2. Capt. Kevin Yeskey: Not every member of a team will be deployed with each team activation. The average response involves 35 team members. These may be selected due to the need of specialists or successive rotations of team members.
3. Judy Caldwell is our NDMS contact.
We have a list of 52 federal applications currently being processed at NDMS. Five members have transferred into the team. There will be additions to that list with recent applications submitted in February.
4. All team members 's state and federal applications are to be completed by 1 August 2003.
These applications can be notarized by G. DiPaola.
5. As of 1 July: team meetings will be closed to all but members and invited guests.
For team education and uniforms will be implemented, this can happen efficiently only within a defined membership.

B. All National Deployable NDMS Teams are on Home Alert now due to the start of the war.

C. National NDMS Conference special announcement: Glen Torrey was given a Distinguished Service award.

III. DPH Update

- A. DPH has been advised that the position of Administrative Officer is defined at the Federal level as an elected, not appointed, position. The position will be filled through our upcoming elections.
- B. Warren Wollschlager will be our DPH contact to Commissioner Garcia.
- C. A financial liaison at DPH will be assigned.
- D. Joe Mallinguagio has been replaced by Gordon Shand as team liaison.
- E. There is now an office of Public Health Preparedness headed by Dr. Mario Garcia. Our Team leaders will be meeting with him at 0930 on 24 March.
- F. Commissioner Garcia is committed to having the team available to the State.
 - 1. In order to be deployable in Connecticut, we need to focus on budgeting and financial planning for equipment purchases. This will be the focus of the April Executive Board meeting.
- G. Pending legislation: HB 6575: this bill is about the team's liability coverage during State deployment. At present it is still in the Public Health Committee. Once the bill leaves the committee and goes to the House it is important for team members to contact their State representatives for support of this bill. The team will be notified over the list serve when this needs to happen.
- H. Grants: Mary Duley of Public Health Coordination has stated the HRSA 2003 Grant will be focusing on pediatric issues besides prehospital preparedness. Training, education and PPE for dealing with pediatric patients in a large-scale disaster are frequently overlooked. The grant needs to be completed by August 2003. At present there is no specific dollar value attached to the grant.

IV. Team Issues:

- A. Uniforms and apparel: P.Brooks
 - 1. Apparel with the team's name is encouraged to be worn for team meetings. Wearing of this apparel outside of team functions or meetings is prohibited.
 - 2. Team polo shirts (blue or black) can be ordered at the next meeting. The cost, \$36.00, will be due at the time of order.
- B. SOPs: each committee is charged with having a draft of relevant SOPs for the 17 April 2003 meeting.

V. Committee Reports:

A. By-Laws: B. Dillon: The By-Laws were adopted as presented. The motion carried unanimously.

B. Elections: L. Abbott: elected positions qualifications have been written by the election committee. The qualifications were reviewed and accepted by an unanimous vote. He reviewed the elections procedure. Call for nominations will close on 17 April. Candidates will have five days to submit supporting documentation to the Nominating Committee. The Committee will review these and notify candidates of individual eligibility. Candidate biographies and ballots will be mailed. The ballots must be returned in 5 days. The Committee prior to the election announcement at the May Team meeting will inform each candidate of the election results.

1. **Ballot Mailing be done by AMR...Do not discard the mail as a notice from AMR or Junk mail.**

C. Nominations for elective positions were taken from the floor:

1. Deputy Unit Commander-Administration: Paul Brooks, Beverly Dillon
2. Deputy Unit Commander-Operations: L. Guercia
3. Chief Medical Officer: Dr. Zanker, Dr. Lincoln Abbott
4. Administrative Officer: Marge Letitia
5. Unit Commander: Dr. Mark Prete

VI. New business:

Web page: Kelsey has scrapped the old design and is establishing a new one.

VII. Reno Report: Deb Smith:

- A. Focus on team safety and support. Sessions on a wide variety of subjects, including the Navy hospital ships.
- B. Next Convention: 14-21 April 04- Dallas

VIII. Additional news

- A. 1st Annual Dinner: Good time was had by all!
- B. Dr. M. Zanker reported on the field hospital computer project.

Respectfully submitted,

Beverly L. Dillon, R.Ph.