



# Center for Disaster Mental Health

Meeting Minutes: 29 August 2016

## 1. Meeting Objective

Symposium planning.

Review of committees and organizations.


## 2. Attendance:

Last Name	First Name	Organization
Bullis	Melissa	Public Health Dayton and Montgomery County
Cleek	Larry	Public Health Dayton and Montgomery County
Hubner	Mark	WSU, USAFSAM
Jez	Steve	GDAHA
Johnson	Ken	Clark County EMA
Kirkpatrick	Dan	Former Co-Chair CDMH
Knapp	Vic	Dayton VA
Long	Jodi	Montgomery ADAMHS
Maher	Frank	American Red Cross
Neitzel	Jill	GDAHA
Reed	Brad	TriCounty Board - Mental Health Services
Wetterhan	Steve	Ohio's Hospice, Dayton
Wolfe	Karon	Dayton VA

<b>3. Agenda and Notes, Decisions, Issues</b>				
<b>Topic</b>				<b>Owner</b>
Symposium Topic and Agenda: All Speakers are confirmed. Final Agenda Set. Projected Non-Profit tables would be Veterans Administration, American Red Cross, Medical Reserve Corps, Montgomery County ADAMHS, Tri-County Crisis Response Team and Miami Valley Pet Therapy Association.				All
Contact Hours: Melissa Bullis will assist with the PHDMC portion of the Nursing Contact Hour process. Frank Maher is covering Psychologists. Carrie Rogge will process Social Workers and Counselors. Steve Jez has sent in the application for Nursing Home Administrators. As some certificates required approving organization signatures, each discipline will print their own certificates. SteveJ has the biographies of every speaker but still needs draft outlines from 2.				Rogge/Jez/ Maher/ Bullis
Symposium Logistics: Andrea Tuttle has set up meals and refreshments. Jill Neitzel is processing a check to cover parking tokens. Cindy obtained 100 copies of "Field Manual for Mental Health and Human Service Workers in Major Disasters" and we have over 100 notebooks to hand out. Tracy Clare will cover audio-visual in the auditorium. Volunteers will be organized in October to help direct attendees to the proper areas.				Jez/Neitzel /Tuttle
Symposium Advertising: The flyer is completed and already has been sent to multiple email lists. We already have 4 registrations. All members will continue distribution. It is estimated that we will email to over 2,000 potential registrants for the conference. All advertising material is available on the website, <a href="http://www.disastermentalhealth.org">www.disastermentalhealth.org</a> . Steve will adapt the flyer to a brochure. Jill can print and mail brochures upon request.				All
Community Outreach Effort and Review of Organizations:  PHDMC: Larry Cleek reviewed Medical Reserve Corps Mental Health training plans for 22 and 29 October, and an exercise on 5 November 2016.  MCADAMHS: Jodi Long reviewed the Ohio Crisis Response Team (CRT) and will try to see if Cindy Kuhr from Ohio CRT can attend our next meeting. The National Organization for Victim Assistance (NOVA) model was also reviewed. Jodi will forward information on the Greater Dayton Brain Health Foundation's upcoming conference.  GDAHA: Steve Jez will attend three Emergency Preparedness meetings over the next month and will discuss Mental Health plans within the community.  Clark County: Ken reviewed upcoming CRT training sessions planned in Greene County.				All
<b>4. Action Items</b>				
<b>Committee</b>	<b>Action</b>	<b>Owner</b>	<b>Due Date</b>	<b>Status</b>
Symposium	Convert Flyer to Brochure	Jez/Neitzel	30 August 2016	Open
Symposium	Advertising with contact lists to respective disciplines	All	30 September 2016	Open

Symposium	Contact Hours	Rogge/Maher/Jez / Marsh / Close	30 September 2016	Open
Symposium	Registration	Jez/Neitzel	1 September 2016	Open
Symposium	Confirm Non-Profit table participants	All	12 September 2016	Open
Support Emergency Planners	Report on present activities. Expand team.	Hubner/Johnson/Jez/Cleek/Long/Cox	30 November 2016	Open
Coalition Partner Outreach	Report on present activities.	Hubner/Johnson/Jez/Cleek/Long/Cox	30 November 2016	Open


### 5. Next Meeting

<b>Date:</b>	Monday 3 October 2016	<b>Time:</b>	3:00 PM	<b>Location:</b>	GDAHA, Large Conference Room, Tech Town Building 3, 241 Taylor Street, Dayton, Ohio 45402
					



# Center for Disaster Mental Health

## Meeting Agenda

<b>Date:</b>	29 August 2016	<b>Time:</b>	3:00 PM to 4:30 PM. Large Conference Room straight in as you enter.
<b>Location:</b>	Greater Dayton Area Hospital Association, (GDAHA in Tech Town, 1st Floor, Building 3, 241 Taylor Street, Dayton, Ohio 45402). Park in Monument Street side parking lot, middle building entrance. GDAHA sign is on the window.		
			

### 1. Meeting Objective

1. Symposium planning
2. Review of organizations

<b>2. Meeting Agenda</b>		
<b>Topic</b>	<b>Owner</b>	<b>Time</b>
1. Introductions	All	1500
2. Review of Meeting Minutes	All	1505
3. Symposium Planning		1510
a. Advertising	All	
b. Contact hours	Maher/Rogge/Jez/ Marsh/Close	
c. Logistics (budget, food, supplies, parking, etc)	Jez/Neitzel/Tuttle	
d. Registration (website)	Jez/Neitzel	
e. Non-Profit Display Tables	All	
f. Ohio CRT Role	Cindy Kuhr/ Jodi Long	
4. Community Outreach / Planning	Cox / Long / Jez / Cleek	1600
5. Review of organizations	All	1615
6. Next meeting plans	Hubner/Johnson	1625

<b>3. Pre-work/Preparation (documents/handouts to bring, reading material, etc.)</b>	
<b>Description</b>	<b>Prepared by</b>
Symposium: Advertising distribution list	All
Symposium: Contact hours	Maher/Rogge/Jez/Marsh/Close
Symposium: Logistics / Registration	Jez/Neitzel
Community Outreach Plans	Cox / Long / Jez / Cleek