



Attendees: Val Andler, Heidi Bolling, Sherri Crawford, Susan Klose, Cheri Larson, Marlene Lugg, Andrea Gargaro, Eunice Hightower, Linda Housden, Amy Myers, Dianne Swenson, Berta Teer, Rosie Vasquez, Doris Walton,

Guests: Joan Cordova – Guest Presentations

Excused:

Absent:

Agenda Item	Discussion	Actions	Responsible Party	Follow-Up Action/Date
Welcome and Introductions	Heidi Bolling and Susan Klose welcomed Chapter members and guests to the meeting.			
Pending Business	<p><u>Guidelines for Notification of Health Services</u> were circulated and reviewed. These Guidelines were developed in the Client Services Committee, and circulated and approved at the DAT and Operations Management Committees. They have been adopted as the basic protocols for notifying Health Services and will be incorporated into the Chapter Policy and Procedure Manual. The Guidelines will also be incorporated in the Client Services and DAT Manuals currently undergoing revision.</p> <p><u>Psychological First Aid</u> – It is ARCGLA’s intent to have this training class available to all staff and volunteers who are interested. However, attempts to schedule a “Train-the-Trainer” session for potential ARCGLA instructors has not yet been successful. The Orange County training coordinator has been contacted and dates may be available soon. Alternatively, Chapter members may attend training sessions at other local Chapters should that be convenient.</p> <p><u>Health Services On-Call “Tips”</u> – District duty on-call rosters were recently expanded and a resource/tip sheet was developed to assist those HS members new to taking call. The resources sheet summarizes general information about assisting clients with Health Services needs. Since the expanded on-call process is new, lessons learned and potential issues can be discussed at future meetings.</p>	<p>Guidelines were circulated to Chapter HS members.</p> <p>Mary Chasin will continue discussions to bring an experienced instructor to our Chapter and will also circulate dates to HS and DMH regarding when the class is available at other Chapters.</p> <p>The Tip Sheet was circulated so Chapter members can review and use it as a HS resource document.</p>	Mary Chasin	<p>Ongoing</p> <p>Circulate dates when available</p> <p>Status report</p>

	<p><u>Staff Health</u> – There was a brief discussion regarding the responsibilities and contributions of Staff Health and a request for those interested in learning more about Staff Health support and volunteer opportunities to contact Mary Chasin. Chapter Health Reviewers are responsible for examining the new and annual Health Status Records submitted by Chapter members and we expect to receive approximately 100/month in the near future.</p>	<p>A Staff Health interest form was circulated and Mary will contact those who signed up. Please contact Mary Chasin for additional details regarding ways to volunteer and potential training.</p>	<p>Mary Chasin</p>	<p>at the next meeting</p>
<p>Chapter Updates</p>	<p><u>DPH Nurses' Training</u> – Fifty-five DPH nurses have been fully trained (Fulfilling our Mission and Health Services Response Workshop) and completed Train-the-Trainer sessions over the last few months. Training classes for an additional #300 DPH nurses for catastrophic response is underway. All Fulfilling Our Mission classes will be conducted by ARC Chapter members. Each HSRW class will be conducted by two DPH instructors who completed ARC training classes and will be monitored by an ARC HS member who can respond to questions and be a resource to the instructors. The goal is to complete all additional training classes by October 1.</p> <p><u>Chapter Community Disaster Education</u> instructors are needed. HS members may be especially interested in teaching opportunities for Pandemic Flu.</p> <p>Recent Chapter response to ongoing Disaster Relief Operations has been very gratifying. The following operations were supported by Chapter members:</p> <ul style="list-style-type: none"> • Midwest Floods – 15 deployed • Northern California Fires – 2 deployed • Inyo/Mono mudslides – 2 caseworkers deployed • Hurricane Dolly – 7 Chapter members are currently deployed! <p><u>Shelter Intake and Assessment Tool</u> – A new intake tool was recently released by NHQ and briefly reviewed during this meeting by HS members. Some concern was voiced regarding the length and complexity of the tool as well as the potential added responsibility and time required by HS members to document their assessments. There will be a Shelter Management meeting in September (date and time to be decided) to review recent shelter-related updates, including this new tool. Representatives from Mass Care and HS are encouraged to attend and prepare for the fire season.</p>	<p>Information was circulated. HS members interested in more information can contact Shaneeka Thomas.</p> <p>Members agreed that HS representation at the Shelter Management meeting will be helpful. Mary Chasin will inform HS when the meeting is scheduled.</p>	<p>Mary Chasin</p>	<p>As dates are available</p>

	<p><u>Golden Guardian</u> – ARCGLA's participation in Golden Guardian (the largest earthquake drill ever planned/held) was discussed. Although planning is not yet final, multiple shelters will be opened across the Chapter on Thursday, November 13th. All Chapter members are encouraged to participate and HS stations will be opened in each shelter.</p> <p>At the request of NHQ, the Chapter recently opened and sustained a <u>First Aid Station</u> during a two-day event. As a result of this request, the Chapter is considering using First Aid Stations and other similar community events as a mechanism to outreach, recruit and retain volunteers. HS feedback regarding the recent First Aid Station is being sought as are ideas regarding whether and how to move forward to incorporate First Aid Stations into routine Chapter activities.</p> <p><u>Health Services Shelter Supplies</u> – A DRAFT document outlining a consistent process for ordering and re-stocking HS shelter supplies was circulated. HS members will assist during the next month in developing a Chapter-wide process.</p>	<p>HS members interested in helping open shelters on November 13th should save the date and contact Mary Chasin with their availability. Chapter members will also be able to sign-up on the ARCGLA website in September.</p> <p>Interested HS members who would like to attend a Chapter meeting regarding this topic should contact Mary Chasin. Dates to be announced.</p> <p>HS members should forward comments and suggestions regarding tracking HS supplies to Mary Chasin.</p>	<p>Save the Date November 13</p> <p>HS members contact Mary Chasin</p> <p>HS members contact Mary Chasin</p> <p>HS members contact Mary Chasin</p>	<p>As soon as possible!</p> <p>As soon as possible</p>
Presentation	<p>Joan Cordova, Infection Control Practitioner, West Los Angeles VA Hospital, presented two compelling and interesting discussions on <u>MRSA</u> and <u>Pandemic Flu Preparedness</u>. The following HS-related suggestions or questions were prompted during discussions:</p> <ul style="list-style-type: none"> • Portable dispensers for hand sanitizers should be more widely available and used in the shelters, especially in the food preparation, serving and eating areas. • More signage regarding hand-washing and the use of hand sanitizers should be available and visible in the shelters. • Chapter members should wear gloves when breaking down and cleaning cots. • Cots should be one-time use. If a client leaves the shelter before the shelter closes, his/her cot should not be re-used by new clients. • What cleaning and/or sanitizing agents are used to terminally clean the cots? 	<p>Mary Chasin will forward the suggestions and questions to Corey Eide, Mass Care Coordinator and discuss his responses at the next meeting.</p> <p>Participants received two hours of Continuing Education for attending this presentation.</p>	Mary Chasin	Update at the next meeting
Next Meeting	The next scheduled Quarterly Health Services Meeting is Saturday, October 25, 2008. Look for e-mail and mailed announcements regarding the location and agenda.			