



Emergency & Disaster Response
Ops. Management Committee
Meeting Minutes
 10/2009

Attendees: Kirk Nelson, Michael Abramson, Jerome Thierry, Pat Mac Neil, Rouzbeh Mohajer, Jack Harris, Linda Wright

Guests:

Excused: Michael Kleiner and Scott Underwood

Agenda Item	Discussion	Actions	Responsible Party	Follow-Up Action/Date
Welcome and Introductions (Name of presenter)				
Approval of minutes		Minutes approved	All	
Station Fire	Critique and date to be determined by internet			TBD
Update on Chapter Response Plan and Annexes	Michael Kleiner is going to send the three year regional plan in two weeks to Kevin Leisher for review.	Michael to send Response Plan to Kevin Leisher	Michael Kleiner	Next meeting
Update Chapter Duty Officer Manual	Scott Underwood and Kirk Nelson are in the final review of the document.			
Update on Regional DAT	The software has been transferred from Charlie Sardue to Michelle McCarthy for review.			
Info: NHQ DAT Manual Template	The manual was sent to the DAT committee for review to compare to Los Angeles. Available on Crossnet. However, please note the DAT committee has not met in several months.			
H1N1 National Guidelines	Reviewed and approved document #3 to be sent to DAT Committee with one change. If the DAT members feel sick, they would call their DDO to			

	inform them of their situation			
New Business	It was suggested we have suggestions boxes at each district. In addition, we spoke of the ARC P-cards and the account procedures needed to be learned if issued a P-card. Lastly, we commented on DAT leaders having problems with DO's -. to be taken off the rotation.			
Adjourned	Next meeting December 3, 2009			