



**Attendees:** Jennifer Bailey; Louisa Cardenas; Paula Clamurro; Molly Messmer; Deborah Gronfein; Helen Lemich; Patrice Anderson; Sabina Cheng; Susan Burns (via phone); Grace Pun

**Excused:** Sue Hunter; Anne Luetkehans

**Absent:** Susan Armenti, Judy Begin, Desiree Bennett, Sandy Billick, Mary Chasin, Emily Chow, Timothy Dupre, Maria Elizondo, Angel Estrada, Bengte Evenson, David Fetterman, Lindsey Fisher, Cintia Fowls, Alfreda Gleicher, Alix Greenblat, Joe Green, Kiersten Johnson, Christina Jurado, Bee Kong, Ki Lilani, Marianna Matthews, Mauria McPoland, Christina Milstein, Loc Nguyen, Mary Norvell, Jammie Presto, Fran Payne, Paula Pruner, Mimi Reichenbach, Randy Rose, Liz Ryder, Jennifer Slotnick, Delores Stella, Sheila Tan, Candy Taylor, Catherine Thompson, So Young Kim, Jo Lasky.

<b>Agenda Item</b>	<b>Discussion</b>	<b>Actions</b>	<b>Responsible Party</b>	<b>Follow-Up Action/Date</b>
<b>Paula Clamurro: Welcome and Introductions</b>	Roundtable for introductions and welcome to new committee participants; Paula Clamurro gave an overview of what the Staff Services Committee covers and general efforts by Regional DAT team.			
<b>Paula Clamurro: Review and approval of previous minutes</b>	The committee reviewed the minutes from the February meeting and approved them.	Meeting minutes approved		
<b>Kelly Mulock: Committee Chair nominations and vote</b>	Committee nominated Molly Messmer and Anne Luetkehans as Co-Chairs of the committee. Quorum was present and Molly and Anne were appointed.			
<b>Kelly / Sue / Randi: Regional DAT Staffing</b>	Kelly Mulock and Molly Messmer provided updates on Regional DAT, particularly how staffing and scheduling efforts were underway and how the Salesforce process is working. Of particular importance was having enough DAT Members and Leaders available and enrolled for respective shift assignments.			
<b>Kelly Mulock: Staffing seasons????</b>	Kelly Mulock highlighted the core disaster seasons that effect our Chapter; both local and nationally; Hurricane season is quickly approaching. Kelly informed the group			

	that there our opportunities for staffing to take on roles deploying DSHR members during disasters that do not effect our chapter locally. Ideally, volunteers could cover evenings and weekends and Kelly and Paula Clamurro will cover weekdays. Any interested individuals can contact Kelly.			
<b>Jennifer Bailey: Training update</b>	Jennifer Bailey gave an overview of great response training had to DAT Days and how this will affect the training schedule going forward and what the new format could potentially look like as soon as July. Jennifer reminded the group of the connection that training holds with Staff Services and the importance of the support of the group.			
<b>Kelly Mulock: Proposal for subcommittee's (Regional DAT Staffing and training)</b>	Distinction on Staffing Team and Regional DAT staffing team was discussed and clarified. Because of the different roles of staffing in regards to training, DAT and large-scale response efforts, Kelly proposed formation of subcommittees. The training task group will focus on training related tasks such as class scheduling, instructor coordination, training event planning, and exercise planning. The DAT Staffing task group will consist mostly of DAT Staffing schedulers, who will focus on continuing to streamline the DAT Staffing process, encourage DAT Personnel to sign up through DAT Staffing, DAT recognition, and system development etc. These subcommittees would continue to report to the staffing committee.	Email full Staff Services Committee to announce prospect of Regional DAT & Training Workgroups and will set dates for meetings.	Kelly Mulock	
<b>Next meeting on:</b>	June 24 <sup>th</sup> , 2010			