



JO DAVIESS COUNTY HEALTH DEPARTMENT

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Jo Daviess County MRC Meeting and Training
Thursday, February 15, 2018

10:00am

Jo Daviess County Health Department Conference Room

MEETING MINUTES

MRC Members Present: Paul McMenamin, Nancy McMenamin, Peggy Murphy, Shirley Toepfer, Elaine Schlichting, Mike Connors, Nikki Chamberlain-Pham, Duc Pham, Kim Barrett, Susan Lipnick, Mike Koeller, Samantha Sanders, Steve Bustard, Mike Beatty, Carmen Ferguson

Minutes Recorded by: Samantha Sanders

Call to order: The meeting was called to order at 10:02 AM

Approval of Minutes: Meeting minutes from the November 16, 2017 meeting were reviewed by the members. Shirley Toepfer made a motion to approve the minutes as presented, seconded by Nancy McMenamin. All in favor, motion passed.

Member Concerns: Members wanted to know about the new health department building and when it would be moving. Steve informed members the move would be in May, June, or July and dental services would be added. It was explained that the current building needs a lot of work and it is better to get a new building so services can be expanded.

Unfinished business:

a. **Recruitment of new members:** Samantha explained that we have 25 members, but still encouraged recruitment of additional members and that was something she had worked on over the summer.

b. **Update on COAD planning:** Samantha told the members there are approximately 30 organizations are involved and the manual had been approved by states attorney. The MRC would help to staff wherever needed. Nancy and Paul McMenamin have been the representatives for the MRC at the COAD meetings. The next meeting is in April.

5. New business

- a. **Introduction of new MRC Coordinators:** Samantha Sanders is working part-time as Community Outreach Specialist while she finishes her Bachelors of Science in Public Health at Northern Illinois University. Steve Bustard is working full-time as the Accreditation & Quality Assurance Coordinator.
- b. **Expectations:** Members would like more drills and workshops. Raised concerns on specifically what they would be asked to do if activated. MRC members will get a call from Samantha telling them where to meet, what to wear, and to bring any medications they may need.
- c. **Discussion on newsletter:** Samantha will send out a quarterly newsletter and put information such as a MARC (Multi-Agency Resource Center) so members can learn more.
- d. **NIPARC meeting 2/21/18:** Steve and Samantha will attend.
- e. **Virtual Tabletop Exercise Series (VTTX):** The VTTX will be next week in Rockford for emergency leaders. FEMA will run, monitor, and evaluate exercise.

Training/Exercise: In the future there will be more tabletop exercises with various disaster possibilities.

- a. ICS Courses

Next meeting: May 17 at 7:00 P.M. at Jo Daviess County Health Department conference room

Adjourn: 11:03 A.M.