



## RespondDE Advisory Board Meeting Agenda

**Date:** Wednesday, October 13, 2021

**Time:** 1:00 pm – 3:00 pm

**Place:** Zoom Meeting

**Meeting Presiders:** Mindy Christine, State RespondDE Coordinator

- 1) Welcome
- 2) Approval of Minutes
- 3) DPH Update
- 4) RespondDE Code of Conduct
- 5) RespondDE Standard Operating Procedures
- 6) RespondDE (& DE BEST) 1st Quarter FY22 Summary
- 7) RespondDE 2nd Quarter FY22 upcoming Activities
  - a) Scheduled/Upcoming Trainings
  - b) DPH Nurse Preparedness Training / Shelter Tech Training
  - c) DE BEST Team
  - d) FAST
  - e) Community Outreach Events
    - Scheduled events
    - Naloxone
    - Stop the Bleed
  - f) COVID Response
    - i) Upcoming Events
  - g) Discussion
    - i) After Action Reports
    - ii) Hurricane, Mass care/shelter drill
- 8) Recruitment / Retention
- 9) Digital
- 10) Closing

## **Minutes/Meeting Notes from RespondDE**

### **Advisory Board Meeting October 13, 2021**

**Attendance for call:** Bruce Caballero, Judith Capprio, Mindy Christine, Timothy Cooper, Shannon Copeland, Kara DiCecco, Sean Dooley, Peggy Enslin, Amanda Fischer, Shawn Foster, Amy Gootee-Ash, Muriel Gillespie, Ingrid Hansen, Patrick Hirthler, Dr. Rick Hong, Christi Lancellotti, Glenn Owens, Celeste Peart, Laura Strmel, Rebecca Walker, Elle Hammond, Beth Stevenson.

#### **Approval of Previous Meeting Minutes**

- Motion from Bruce

#### **DPH Update**

- From Tim Cooper: PODS Saturday and Sunday at Dover Downs. Geared to getting more individuals to get vaccine. First 250 to receive vaccination will receive tickets for Dover Downs next event. Working on sheltering, mass care drills, DEMA workshop to prepare for hurricane season. Changes with RespondDE managing internally no longer contracted with UD. Sparkle will be responsible for collecting data for RespondDE team, Anita Fellenbaum will be working with Trina and her to team to push training to online format.
- UD is still working with DSAMH to manage the DEBEST contract.

#### **Code of Conduct**

- Legal changes to Code of Contract.
- Motion to accept Amy, 2<sup>nd</sup> from Bruce C.
- All opposed.

#### **Standard Operating Procedures**

- Legal changes.
- Motion to accept Kara, 2<sup>nd</sup> from Bruce.
- All opposed.

#### **RespondDE and DEBEST 1<sup>st</sup> Quarter FY22 Summary**

- Mindy went over RespondDE and DEBEST quarterly summary.
- See attached.
- Mindy discussed all trainings and upcoming events.
- See attached.
- CPR is on hold, currently waiting for in person.
- DHSS & Nurse Preparedness training is on hold. Sending out notification to all that can vaccinate and can take the classes. Hope to be completed by November 1<sup>st</sup>.
- FAST Team Trainings – TBD, waiting on audio, online training.
- Nurse Lead training – command and reporting structure.

### **Upcoming Training & Events**

- RespondDE does not have anything currently scheduled due to COVID.
- Hoping to get back into the community to engage volunteers.
- Planning to distribute badges and vests to volunteers with new logo.
- Naloxone event on 10/16/21 has been canceled.
- Stop the Bleed is on hold due to COVID.

### **Continued Emergency Response for COVID**

- Mindy discussed all continued responses to COVID.
- See attached.
- Student COVID testing at DSU, UD, & Wesley – ongoing.

### **Upcoming Exercises/Points of Dispensing**

- **Points of Dispensing** – Race to End COVID Event at Dover International Speedway, October 16<sup>th</sup> & 17<sup>th</sup> volunteers will not be needed.
- **Exercises** – RespondDE Shelter Exercise – hope to schedule an exercise with DPH utilizing the plan developed by Delta Group in early2022.
- COVID testing will continue at UD & DSU until end of January 2022.

### **Discussion**

- **AAR- After Action Reports-** is pending from DEMA.
- **Hurricane, Mass Care/Shelter Drill** – is in process. Moved to 2022 due to COVID.

## **Future Plans**

### **Recruitment / Retention**

- Increase social media outreach – Facebook, Twitter, Instagram started to update.
- Volunteer vest, badge, and lanyard distribution; looking to distribute sometime in November. Volunteers will also sign RespondDE Waivers, Code of Conduct, and Protocols once approved.
- More outreach events to have more volunteers sign up.
- RespondDE had a total of 3,331 volunteers with 1 new member.
- DEBest had a total of 480 with 3 new members
- Interpreter Core had a total of 80 volunteers with 1 new member

### **Outreach Initiatives / Community Outreach Teams**

- Develop Unit Leads to help coordinate and staff Community Outreach
- Naloxone- Encourage RespondDE volunteers to schedule Naloxone training and/or distribution in their community. 300 volunteers have signed up for training so far.
- Incorporate more public health initiatives in future

### **Digital**

- RespondDE website is under construction, hope to have it up soon.

- New logos was approved by the National MRC and is on the top of all the stationary.
- Facebook, Twitter, and Instagram will continue to be updated to reach more volunteers and the community.

#### **Open Discussion**

- Mandy Fisher of DE Animal Response Coordinator and Lead of the Veterinary Medical Reserve Corp for DE – trainings Zonate Disease and Basic Animal First Aid will open to Respond DE volunteers once available.

#### **Future Meeting**

- January 12<sup>th</sup>,2022

#### **Motion to Adjourn**

- Motion to Adjourn Bruce C, 2<sup>nd</sup> Tim C.
- Meeting Adjourned 1:40pm