

Name of Meeting: BRAT Public Health Commission Meeting

Facilitator: Bev Muhlenbeck

Date of Meeting: November 23, 2005

Recorder: Jessica Nall

Guest: NONE

Present: Bev Muhlenbeck, Sue McCartney, Susan Lorenz, Melissa Delmore, Judy Bass, Chris Saloun, and Jessica Nall

Absent: Linda McFarlin, Barb Theis

Meeting called to order by Muhlenbeck verification of Open Meeting Law noted.

Approval of the Agenda with the following additions: All Staff Consortium meeting report, Future BRAT Meetings, and Training Update regarding Peppy Winchel **Motion to approve with additions by Lorenz seconded by McCartney. Motion carried**

Approval of October 26th 2005 meeting minutes. **Motion by Lorenz seconded by McCartney. Motion Carried.**

Topic	Major Points Discussed	Resolutions and Actions Required	Assigned to	Due Date
EPI Report	<p>Schedule for 2006 has been decided including meeting once a month. Meetings will be held one week prior to the Commission Meeting. Rotation of facilitator and recorder will not necessarily be based on where meeting is held contrary to previous discussions.</p> <p>Saloun is working on questionnaire for objectives. This can be used as a tool to simplify reports between all consortium EPIs.</p> <p>State EPI Meeting: Met with Mark Wagner about MARPLHI project. EPI capacity was also discussed at great length due to confusion and frustration on defining EPI capacities</p> <p>Bass gave a brief update on the WEDSS program and the new coordinator working on it. Milwaukee is piloting this program.</p>	<p>Questionnaire to be designed.</p>	<p>Saloun</p>	

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Budget 2005 update/carryover	Delmore reported that the projected carryover from last month is an accurate estimate.			

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Old Business	<p><u>Fall Exercises review:</u></p> <ul style="list-style-type: none"> • AAR for SNS Exercise was handed out at meeting. • AAR for Pandemic Exercise should be available early December • 24/7 Exercise will be occurring in December <p>Training for Command Caller: Delmore attempting to set up 1-on-1 training session with David Penpek for 24/7 Exercise</p>	Determine type of training session and availability of trainer.	Delmore	Early December
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Fiscal Agent Report	NONE			
HRSA Report	NONE			
PHIN/HAN Report	<p>Lorenz handed out a packet on HAN Distributed Identity Verification she received at October meeting.</p> <p>Discussion at HAN meeting also included where information is to be sent: Health Officer vs. Program Coordinator and why information is being sent to one or the other and not both</p>			
County Sharing	<p>Lorenz reports that Columbia county is doing a pilot project for IPS for the state. Tomczyk has outlined the plan and it will be a presentation and/or tabletop.</p> <p>McCartney reports Marquette county is working with the highway department and with their special needs populations</p> <p>Saloun reports that Adams county has a Partners meeting scheduled December 13th with EMS, Fire Dept, etc.</p> <p>Bass reports that Juneau county is doing a pilot project with a Portable Satellite phone. They also have a Partners meeting on November 28th.</p> <p>Muhlenbeck reports on Sauk County's mass vaccination tabletop and that Corene did the AAR. Also there was a follow up with functional testing of communications and the mass vaccination</p>			

	functional on November 8 th .			
Training Update	Delmore reports that there is some confusion regarding the CDC sponsored training to be done by Peppy Winchel from Texas A&M. This training is to be on the Logistics of a Mass Prophylaxis and to last 3 days. All BRAT members are to be invited	Need for dates training will be scheduled and the bottom line for numbers needed to do the training	Delmore will follow up with Winchel.	

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New Business	<p>BRAT meetings to be held quarterly from 9am-11pm</p> <p><u>Proposed Agendas:</u></p> <p>1st-January 18th-Agenda to include summary of what direction each county is moving</p> <p>2nd-April 19th-Follow up from Texas A&M Training</p> <p>3rd-July 19th- Risk Communications</p> <p>4th- Basic/Advanced PIO Training</p>			
Next meeting	December 21st, 2005 at 8:30 A.M.			
Future meetings	<p>BRAT Meeting:</p> <p>January 18th, 2006 at 9AM</p> <p>Sauk County West Square Building</p>			

Motion by Lorenz to adjourn seconded by Bass. Motion carried.

