



TELECONFERENCE AD HOC DISASTER PREPAREDNESS AND RESPONSE COMMITTEE MEETING MINUTES

April 10, 2024

Committee Members Present

Richard Bookwalter, Chair, OT, Board Member
 Hector Cabrera, Board Member
 Mary Evert, OT

Board Staff Present

Heather Martin, Executive Officer
 Jody Quesada Novey, Manager
 Demetre' Montue, Analyst

Wednesday, April 10, 2024

1:00 pm – Committee Meeting

1. Call to order, roll call, establishment of a quorum.
 The meeting was called to order at 1:34 pm, roll was called, and a quorum was established. Mary Evert joined at 1:45 pm but was having audio issues. Mary was able to participate beginning at 2:04 pm.
2. Board President/Committee Chair's Opening Remarks.

 Chair Richard Bookwalter welcomed and thanked all in attendance for the second Disaster Preparedness and Response (DPR) committee meeting. Chair Bookwalter acknowledged the presence of two attendees and asked if they wished to introduce themselves.
3. Public Comment for Items Not on the Agenda.

 There were no public comments for items not on the agenda and the public attendees chose not to introduce themselves.
4. Review and vote on approval of the February 8, 2024, committee meeting minutes.
 - Hector Cabrera moved to approve the February 8, 2024, committee meeting minutes and authorized Board staff to make technical, non-substantive changes.
 - Richard Bookwalter seconded the motion.

There were no additional committee member remarks.
 There were no public comments.

Board Member Vote

Hector Cabrera	Yes
Richard Bookwalter	Yes
Mary Evert	Unavailable to vote due to technical difficulties.

The motion carried.

5. Committee discussion on services that occupational therapy practitioners can offer, such as disaster planning, risk reduction, environmental modification, and disaster response, and possible recommendation(s) to the Board.

Chair Bookwalter, Mr. Cabrera and Executive Officer Heather Martin began their discussion about the included survey that was designed at the request of the DPR committee members with the intent of producing data that would display what an occupational therapy practitioner currently addresses with their clients related to emergency response and what they would find beneficial to have access to in order to share or assist during a disaster.

Ms. Martin explained that the survey could be altered or updated in order to gather data that the committee felt would make the largest impact in preparing occupational therapy practitioners to assist in a disaster.

Chair Bookwalter suggested putting more general information on a webpage and using the survey data as a long-term approach to addressing disaster preparedness and emergency response.

Mr. Cabrera asked if the long-term plan would include addressing potential anxiety and fear elementary school children may experience as a repercussion of a disaster.

Mr. Bookwalter confirmed that the occupational therapy staff of a school district would be able to use provided tools to help the children.

Mary Evert was able to verbally participate in the meeting through Ms. Martin's cell phone speaker.

Ms. Evert added that hypothetically the Red Cross would respond to the aftermath in a disaster by organizing the needs of the affected and it is her opinion that an occupational therapy practitioner could simply join the effort by going in to talk to the affected, find out what their needs are and what they can do to help. She expressed her concern that organizations such as the Red Cross are unaware of the capacity and abilities of an occupational therapy practitioner.

Additionally, Ms. Evert suggested the use of a short evaluation being completed by the occupational therapy practitioner called the Canadian Occupational Therapy Performance Measure.

Ms. Evert spoke of Dr. Terry Crowe and her participation during the aftermath of the New Orleans Hurricane where she walked around and would get down on her knees

to establish a connection with victims by asking what they needed and informing them about what she could do to help.

Chair Bookwalter inquired as to how that could be translated into a survey question for future action.

The committee collaborated with Ms. Martin to make the following suggested updates to the survey:

- Alter the question that currently asked if the practitioner would like info provided to them to include checkbox options for them to choose from.
- Alter the question that currently asked what areas the practitioner works in to ask what population group they treat.
- Add a question asking if their work setting provides access to Disaster/Emergency Preparedness or education.
- Add a question asking whether Disaster Preparedness education is required by their work setting or optional.

Ms. Martin stated she would make changes and bring an updated survey to the next meeting.

There were no public comments.

Chair Bookwalter reviewed a document that he compiled to post on the Board's website that included information and resources on Disaster Response and Risk Reduction.

Mary Evert and Hector Cabrera offered their appreciation of the document and support adding it to the materials for the Board to consider.

The committee agreed to schedule another meeting to review the changes to documents suggested during the meeting.

6. Discussion on scheduling time(s) for future meetings.

Mary Evert asked for a varied platform. Executive Officer informed Ms. Evert that the Department of Consumer Affairs would only allow a conference call or a WebEx meeting platform.

The DPR committee agreed their next meeting would be scheduled held on April 29, 2024, at 1:00 pm.

7. New suggested agenda items for a future meeting.

There weren't any new suggested agenda item.

8. Consideration of the Committee's next steps.

The meeting adjourned at 2:57 pm.