AGENDA ITEM B

Approval of June 26, 2012, Committee Meeting Minutes

STATE OF CALIFORNIA
dca
DEPARTMENT OF CONSUMER AFFAIRS

STATE AND CONSUMER SERVICES AGENCY • GOVERNOR EDMUND G. BROWN JR.

CALIFORNIA BOARD OF OCCUPATIONAL THERAPY
2005 Evergreen Street, Suite 2050, Sacramento, CA 95815-3827
P [916-263-2294] F [916-263-2701] | www.bot.ca.gov

Disaster Preparedness/Disaster Response Teleconference Meeting Minutes
Tuesday, June 26, 2012

Committee Members Present
Mary Evert, Chair
Kathay Lovell
Carol Bartolo Loeffler
Mohammed Khalifa

Board Staff Present
Jeff Hanson

A. Call to order, roll call, establishment of a quorum

At 5:20 p.m. the meeting was called to order. Contact with the teleconference site in Fairfax was established. Roll was called; a quorum of the Committee was established.

B. Approval of May 17, 2012, Committee Meeting Minutes

- Kathay Lovell moved to approve the May 17, 2012, Meeting Minutes as presented with a minor edit to remove a hyphen from Committee Member Carol Bartolo Loeffler's name.

Roll Call Vote

Mary Evert	Aye
Kathay Lovell	Aye
Carol Bartolo Loeffler	Aye
Mohammed Khalifa	Aye

- The motion was approved by the Committee

C. Committee Members updates/activities

Kathay Lovell, reported that since the Angora Fire five years ago, the South Lake Tahoe area continues to examine and consult with experts on the area's Disaster Preparedness and Response Plan. Disaster plans have become more comprehensive with more focus being devoted to evacuation plans.

Mary Evert referenced materials contained in the agenda packet. One of the items was an insert in a San Diego newspaper that was designed to assist households in the San Diego to prepare for disasters. Ms. Evert indicated occupational therapists should be considering these matters when providing client services, especially when performing home assessments, but also in discharge planning.

Ms. Evert shared that she and Kit Sinclair submitted a proposal to the American Occupational Therapy Association (AOTA) to provide a short course at the Annual Conference in San Diego in 2013 titled "Are you preparing your clients to be personally

ready for the next disaster to hit". The synopsis of the course involves OT's having an obligation to prepare disaster response plans with clients for their needs and environment, the OT's roles and practices within a disaster management framework plus strategies to improve professional and team competencies in this critical area of patient safety and quality of life.

Mohammed Khalifa reported that he made contact with representatives with the American Red Cross in San Francisco and San Mateo to open dialog on how occupational therapists could contribute in Disaster Preparedness/Response. Mr. Khalifa reported there was an openness and willingness to explore the possibilities. Discussion ensued on the possibilities of preparing a presentation in the event a meeting can be arranged. It was suggested this might be a wonderful project to recruit a student to develop.

Carol Bartolo Loeffler brought several brochures and pamphlets she obtained from the American Red Cross to the meeting for reference. Ms. Bartolo Loeffler reported that her interactions with therapists who work in facilities has found that the therapists rely on the plans, good, bad, or indifferent, that the facility has developed. Many times the plans are rudimentary and do not consider the wide variety disasters/situations that might occur. As examples, Ms. Bartolo Loeffler cited often there are no plans in place for a disruption in power. Often when provisions for food and water have been made, storage is sometimes problematic and results in contamination. Ms. Bartolo Loeffler indicated that she would like to see therapists become more aware, and actively engage and collaborate with their employers and clients on improving or developing disaster plans.

D. Review and discussion on including establishing a continuing competency requirement related to disaster preparedness/response.

There was consensus among Committee Members that establishing a continuing competence requirement could be a viable avenue to pursue. However, concerns regarding the legalities of making such coursework mandatory, the availability of courses, course content, and the cost to a practitioner would warrant more research.

E. Review and discussion on including disaster preparedness/response training as an Ethical Standard of Practice.

Committee Members also demonstrated a willingness to establish a requirement for disaster preparedness/response training as an ethical standard. Discussion ensued on whether this option would carry enough punch or impact for a therapist to complete such training. The Committee was advised that language contained in the Ethical Standards of Practice establishes that any violation of the ethical standards would be deemed as unprofessional conduct, therefore subjecting a licensee to potential disciplinary action.

F. Discussion on goals and direction of the Committee.

Committee Members believe disaster preparedness/response training would benefit occupational therapy practitioners and ultimately the client population that they serve. Discussion ensued on finding a way or a mechanism to encourage therapists to complete training and integrate the concepts into practice with their clients or their work place. Committee Members expressed an interest in developing an on-line course and reference material that could be put on the board's website where licensees could educate

themselves. As encouragement, the course could be applied toward the professional development requirement. The Committee may pursue the making the course mandatory training or weave it into an ethical requirement.

G. Selection of 2012 meeting dates/times.

The Committee's next Teleconference Meeting is being scheduled at 3:00 p.m. to 5:00 p.m., on Thursday, August 9, 2012.

H. Public comment on items not on agenda.

There was no public comment.

I. Adjournment

At 6:55 p.m. the meeting adjourned.

DRAFT

AGENDA ITEM D

Review of practitioner responses from Facebook blast soliciting input whether the practitioner currently addresses disaster preparedness with their clients or what would motivate them to do so.

FACEBOOK BLAST

Seeking Information from practicing Occupational Therapists

The Board's Disaster Preparedness Committee seeks your assistance. The Committee is interested in knowing the following:

1. In your current practice do you address disaster preparedness with clients?
2. If you work in a health facility, school, or agency, does your employer have a disaster plan and do you participate and/or provide input on any established plan?
3. What could the Board do to motivate licensees to become educated about disaster preparedness?
4. Have you applied or considered signing up to be a volunteer in a disaster?

RESPONSE #1 FROM: S.L.

1. **Yes**
2. **Not working in a facility**
3. **Education-(we didn't really seriously until we had a local floods and clients that needed to be evacuated from their homes)**
4. **Yes**

RESPONSE #2 FROM: L.N.

1. **Yes**
2. **Yes**
3. **Provide information, booklets, pamphlets, deadlines!**
4. **Yes, how do I do it?**

OTHER INFORMATION

Hanson, Jeff@DCA

From: Carol Loeffler [redacted]
Sent: Thursday, August 16, 2012 7:06 PM
To: Hanson, Jeff@DCA
Subject: FW: Disability.gov Update: Preparedness Tips for People with Cognitive Disabilities

Subject: Disability.gov Update: Preparedness Tips for People with Cognitive Disabilities
Date: Thu, 16 Aug 2012 09:14:17 -0500
From: disability.gov@service.govdelivery.com

Preparedness Tips for People with Cognitive Disabilities

Provides tips to help people with cognitive disabilities prepare for emergencies that may happen in their community. Communicating with those around you, having a radio nearby and an emergency preparedness kit can help you during an evacuation. This information is also in Spanish, and can be downloaded as a PDF document and in MP3 audio format.

Visit Disability.gov for more resources that can help you prepare for, or recover from, an emergency or disaster.

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: Disability.gov · 200 Constitution Avenue, NW · Washington, DC 20210

Hanson, Jeff@DCA

From: Carol Loeffler [redacted]
Sent: Tuesday, August 28, 2012 9:05 PM
To: Hanson, Jeff@DCA
Subject: FW: An Invitation from FEMA to Join the National Preparedness Coalition

thought this could be a good resource too.

Carol Loeffler

Subject: An Invitation from FEMA to Join the National Preparedness Coalition
Date: Tue, 28 Aug 2012 15:22:59 -0500
From: disability.gov@service.govdelivery.com

FEMA invites you to join the National Preparedness Coalition, a community of people who support community preparedness efforts around the country.
National Preparedness Coalition members empower themselves to prepare and to coordinate preparedness activities for their families, neighbors, co-workers, and those with whom they may study or worship.
The community is open and free to anyone who wishes to join. Members have access to preparedness resources including step-by-step preparedness guides, public service announcements, messaging, and other helpful resources. In addition, members collaborate by participating in preparedness discussions where they share best practices and connect with other members and FEMA personnel near them in the regional forums.

With National Preparedness month coming up in September, this is an exciting time to be a part of the vibrant community. Join the community of 13,400 plus members - Pledge to Prepare now by joining the National Preparedness Coalition.

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GovDelivery, on behalf of: Disability.gov · 200 Constitution Avenue, NW · Washington, DC 20210

Hanson, Jeff@DCA

From: Carol Loeffler[redacted]
Sent: Saturday, September 08, 2012 10:34 PM
To: Hanson, Jeff@DCA
Subject: FW: An Invitation from FEMA

did i give you this before?

Carol Loeffler

Subject: An Invitation from FEMA
Date: Fri, 7 Sep 2012 08:13:09 -0500
To: cblotr@msn.com
From: ready@service.govdelivery.com

Dear past National Preparedness Month member:

As you know, September is National Preparedness Month and FEMA invites you to again pledge to prepare by joining the National Preparedness Coalition.
The 2012 National Preparedness Coalition Online Community is the largest community yet, with over 15,500 members connecting and collaborating on emergency preparedness. Members are empowering themselves to prepare and coordinating preparedness activities with family, neighbors, co-workers, and those with whom they may study or worship.
Here are the top 5 reasons to join:

- Get access to the latest useful information to help you prepare.
- Promote your national preparedness event on the calendar.
- Get support and share best practices with over 15,500 members.
- Re-connect with FEMA personnel and others near you in the regional forums.
- Help others prepare and increase our resilience.

Join the National Preparedness Coalition now!

Questions?
Contact Us

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STAT. O -- CALIFORNIA
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DISASTER PREPAREDNESS/DISASTER RESPONSE TELECONFERENCE MEETING NOTICE & AGENDA

2027 Marconi Way
South Lake Tahoe, CA 96150

For Directions Only
(530) 318-4700

11076 Madriga/ Street
San Diego, CA 92129

For Directions Only
(858) 254-8999

Care Meridian
2390 Sir Francis Drake Blvd
Fairfax, CA 94930

For Directions Only
(415) 256-8007

Department of Consumer Affairs
Donner Lake Room, 2nd Floor
2005 Evergreen Street
Sacramento, CA 95815

For Directions Only
(916) 263-2294

Thursday, September 20, 2012

3:00 p.m. - Disaster Preparedness/Disaster Response Committee Meeting

The public may provide comment on any issue before the committee at the time the matter is discussed.

A. Call to order, roll call, establishment of a quorum

B. Approval of June 26, 2012, Committee meeting minutes.

C. Committee member updates/activities.

D. Review of practitioner responses from facebook blast soliciting input whether the practitioner currently addresses disaster preparedness with their clients or what would motivate them to do so.

E. Discussion and consideration of strategies, delivery modes, or development of requirements to encourage occupational therapy practitioners to become educated about disaster preparedness and response.

F. Discussion and consideration of strategies or methods for occupational therapy practitioners to incorporate disaster preparedness and response into client services or their work place.

G. Selection of future meeting dates/times.

H. Public comment on items not on agenda.

I. Adjournment

ALL TIMES ARE APPROXIMATE AND SUBJECT TO CHANGE.
ACTION MAY BE TAKEN ON ANY ITEM ON THE AGENDA
AND ITEMS MAY BE TAKEN OUT OF ORDER

Questions regarding this agenda should be directed to Heather Martin, Executive Officer, at the Board's office in Sacramento. Meetings of the California Board of Occupational Therapy are open to the public except when specifically noticed otherwise in accordance with the Open Meeting Act. A quorum of the board may be present at the committee meeting. Board members who are not members of the committee may observe but not participate or vote. Public comment is appropriate on any issue before the workshop at the time the issue is heard, but the chairperson may, at his or her discretion, apportion available time among those who wish to speak. The meeting is accessible to individuals with disabilities. A person who needs disability related accommodations or modifications in order to participate in the meeting shall make a request to Jeff Hanson at (916) 263-2294 or 2005 Evergreen Street, Suite 2050, Sacramento, California, 95815. Providing at least five working days notice before the meeting will help ensure the availability of accommodations or modifications.

AGENDA ITEM B

Approval of June 26, 2012, Committee Meeting Minutes

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Disaster Preparedness/Disaster Response Teleconference Meeting Minutes

Tuesday, June 26, 2012

Committee Members Present
Mary Evert, Chair
Kathay Lovell
Carol Bartolo Loeffler
Mohammed Khalifa

Board Staff Present
Jeff Hanson

A. Call to order, roll call, establishment of a quorum

At 5:20 p.m. the meeting was called to order. Contact with the teleconference site in Fairfax was established. Roll was called; a quorum of the Committee was established.

B. Approval of May 17, 2012, Committee Meeting Minutes

- Kathay Lovell moved to approve the May 17, 2012, Meeting Minutes as presented with a minor edit to remove a hyphen from Committee Member Carol Bartolo Loeffler's name.

Roll Call Vote

Mary Evert	Aye
Kathay Lovell	Aye
Carol Bartolo Loeffler	Aye
Mohammed Khalifa	Aye

- The motion was approved by the Committee

C. Committee Members updates/activities

Kathay Lovell, reported that since the Angora Fire five years ago, the South Lake Tahoe area continues to examine and consult with experts on the area's Disaster Preparedness and Response Plan. Disaster plans have become more comprehensive with more focus being devoted to evacuation plans.

Mary Evert referenced materials contained in the agenda packet. One of the items was an insert in a San Diego newspaper that was designed to assist households in the San Diego to prepare for disasters. Ms. Evert indicated occupational therapists should be considering these matters when providing client services, especially when performing home assessments, but also in discharge planning.

Ms. Evert shared that she and Kit Sinclair submitted a proposal to the American Occupational Therapy Association (AOTA) to provide a short course at the Annual Conference in San Diego in 2013 titled "Are you preparing your clients to be personally

ready for the next disaster to hit". The synopsis of the course involves O'T's having an obligation to prepare disaster response plans with clients for their needs and environment, the O'T's roles and practices within a disaster management framework plus strategies to improve professional and team competencies in this critical area of patient safety and quality of life.

Mohammed Khalifa reported that he made contact with representatives with the American Red Cross in San Francisco and San Mateo to open dialog on how occupational therapists could contribute in Disaster Preparedness/Response. Mr. Khalifa reported there was an openness and willingness to explore the possibilities. Discussion ensued on the possibilities of preparing a presentation in the event a meeting can be arranged. It was suggested this might be a wonderful project to recruit a student to develop.

Carol Bartolo Loeffler brought several brochures and pamphlets she obtained from the American Red Cross to the meeting for reference. Ms. Bartolo Loeffler reported that her interactions with therapists who work in facilities has found that the therapists rely on the plans, good, bad, or indifferent, that the facility has developed. Many times the plans are rudimentary and do not consider the wide variety disasters/situations that might occur. As examples, Ms. Bartolo Loeffler cited often there are no plans in place for a disruption in power. Often when provisions for food and water have been made, storage is sometimes problematic and results in contamination. Ms. Bartolo Loeffler indicated that she would like to see therapists become more aware, and actively engage and collaborate with their employers and clients on improving or developing disaster plans.

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G. Selection of 2012 meeting dates/times.

The Committee's next Teleconference Meeting is being scheduled at 3:00 p.m. to 5:00 p.m., on Thursday, August 9, 2012.

H. Public comment on items not on agenda.

There was no public comment..

I. Adjournment

At 6:55 p.m. the meeting adjourned.

DRAFT

AGENDA ITEM D

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3. What could the Board do to motivate licensees to become educated about disaster preparedness?
4. Have you applied or considered signing up to be a volunteer in a disaster?

RESPONSE#1 FROM: S.L.

1. Yes
2. Not working in a facility.
3. Education-(we didn't really seriously until we had a local floods and clients that needed to be evacuated from their homes)
4. Yes

RESPONSE#2 FROM: L.N.

1. Yes
2. Yes
3. Provide information, booklets, pamphlets, deadlines!
4. Yes, how do I do it?

OTHER INFORMATION

Hanson. Jeff@DCA

From: Carol Loeffler"""- [redacted]
Sent: Thursday, AU~M
To: Hanson, Jeff@DCA
Subject: FW: Disability.gov Update: Preparedness Tips for People with Cognitive Disabilities

Subject: Disability.gov Update: Preparedness Tips for People with Cognitive Disabilities
Date: Thu, 16 Aug 2012 09:14:17 -0500
From: disability.gov@service.govdelivery.com

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[rxb===~===]

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Join the National Preparedness Coalition now!

Questions?
Contact Us

STAY CONNECTED:
@i]10~01~

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Hanson, Jeff@DCA

From: Carol Loeffler [redacted]
Sent: Tuesday, August 28, 2012 9:05 PM
To: Hanson, Jeff@DCA
Subject: FW: An Invitation from FEMA to Join the National Preparedness Coalition

thought this could be a good resource too.

Carol Loeffler

Subject: An Invitation from FEMA to Join the National Preparedness Coalition
Date: Tue, 28 Aug 2012 15:22:59 -0500
From: disability.gov@service.govdelivery.com

FEMA invites you to join the National Preparedness Coalition, a community of people who support community preparedness efforts around the country.
National Preparedness Coalition members empower themselves to prepare and to coordinate preparedness activities for their families, neighbors, co-workers, and those with whom they may study or worship.
The community is open and free to anyone who wishes to join. Members have access to preparedness resources including step-by-step preparedness guides, public service announcements, messaging, and other helpful resources. In addition, members collaborate by participating in preparedness discussions where they share best practices and connect with other members and FEMA personnel near them in the regional forums.

With National Preparedness month coming up in September, this is an exciting time to be a part of the vibrant community. Join the community of 13,400 plus members - Pledge to Prepare now by joining the National Preparedness Coalition.

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Hanson, Jeff@DCA

From: Carol Loeffler[redacted]
Sent: Saturday, September 08, 2012 10:34 PM
To: Hanson, Jeff@DCA
Subject: FW: An Invitation from FEMA

did i give you this before?

Carol Loeffler

Subject: An Invitation from FEMA
Date: Fri, 7 Sep 2012 08:13:09 -0500
To: cblotr@msn.com
From: ready@service.govdelivery.com

Dear past National Preparedness Month member:

As you know, September is National Preparedness Month and FEMA invites you to again pledge to prepare by joining the National Preparedness Coalition.
The 2012 National Preparedness Coalition Online Community is the largest community yet, with over 15,500 members connecting and collaborating on emergency preparedness. Members are empowering themselves to prepare and coordinating preparedness activities with family, neighbors, co-workers, and those with whom they may study or worship.
Here are the top 5 reasons to join:

- Get access to the latest useful information to help you prepare.
- Promote your national preparedness event on the calendar.
- Get support and share best practices with over 15,500 members.
- Re-connect with FEMA personnel and others near you in the regional forums.
- Help others prepare and increase our resilience.

Join the National Preparedness Coalition now!

Questions?
Contact Us

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