

"A Historic Past"



"A Bright Future"

CITY OF DELAWARE CITY

407 Clinton Street - P.O. Box 4159

Delaware City, Delaware 19706

302-834-4573

**Minutes from the Regular Meeting
Delaware City Board of Health, Wednesday, January 9, 2013
City Council Chamber**

Please refer to the signatures on the Attendance Sheet for all citizen/members present.

Meeting Called to Order by Chairwomen Brenda Parker at approximately 7:10pm

- Agenda was then approved as presented.
- Minutes presented from previous Board of Health meeting in December unanimously approved.

OLD BUSINESS:

1. Volunteer Citizen Corp/Emergency Response Team

ACTION PLAN PROPOSAL:

Draft of a Citizen's Volunteer Group/Community Emergency Response Team Manual was presented to the board. Discussion continued as presentation was reviewed.

Discussion included:

- What to name the group?

Currently Draft proposal indicates: Community Volunteer Emergency Response Team; Board of Health Emergency Response Management Team (BOHEMT); Citizen Corp of Volunteers

- Committee member: Donna Rice works with a company which has developed a waterproof, flexible material, capable of being used in a collapsible home/mobile office unit, which she has offered to the city for inspection - free of charge. The thinking was it could be a consideration for purchase, as a temporary command center, then shared as needed throughout the area. This unit is being shipped across country for a convention and would be able to visit Delaware City on its way. It was requested that a letter be generated directed to the City Manager with this proposal for consideration. City Manager, Cathcart responded via a letter to Donna Rice and her employer, in which this kind offer was refused.

- Committee would like to consider including Port Penn, Poke Town and Governor Bacon as part of the response for Delaware City. Updated map of area needed to include flood plain.
- Include a primary Command Center, likely the Fire Company, to include city representatives and chair of BOH. Plus secondary facility perhaps the Community Center to house civilian volunteer operations center.

Revised 3/13/2013

- Other considerations yet to be determined: Shelter-In-Place, Animal Sheltering, Training of Volunteers, Common Terminology, Index/Addendums, Contact Survey, Identification of Volunteers, Clearly defined responsibilities for Volunteers.
- Proceeded with corrections to the DRAFT: Deadline for feedback changes by Jan. 29th, hoping to present completed proposal to City Council via City Manager by February 18th.

Continued discussion required.

- Agenda completed, no further business concerning BOH, unanimously voted to close meeting at approximately 8:15pm.



ATTENDANCE SHEET – PLEASE SIGN IN

MEETING: Board of Health

DATE: 1.9.2013

NAME:

Brenda J Parker
Jen Sullivan
Donna Rice
Lisa Webster

ADDRESS:

704 Williams St.
210 Monroe St.
44 Clinton St.
100 Clinton St. #5