

**ESSA Advisory Forum
Conference Call – Tuesday, March 24, 2009**

Jeff Norburn, Laurel Exner, Deanna Selver, Luana Kaleikini, Cathy Semchuk, Ruth Manning, Joyce MacLeod, Janine Aussem

Review last meeting minutes:

Janine to reissue the ESS logo which is suitable for embroidery
Janine and Carolyn had a meeting to discuss the simulcast and other training options
Idea to link w/ Community colleges and municipalities to provide webcast/simulcast training opportunities
Will talk further about training at the in person meeting

Williams Lake In Person Meeting Logistics Update:

Ruth has reserved a room at the Sandman Hotel in Williams Lake
Laurel will be driving (with some members of her team)
Deanna will be flying in (Janine to make reservations)
Jeff will not be able to attend the meeting

- 2 airlines fly to Williams Lake, Central Mtn. Air and Pacific Coastal

Website ideas:

Group Purchasing
Market Place
Scheduling
Training Coordination: list JIBC, Red Cross, TSA and ESSA training opps.
Exercise Listing
MST Training
Supplies
Skype – anyone with web access can use Skype. (Training option?)
Links – FNESS, PEP Regional Managers information w/ photos of the staff
Online forum – brag screen, some trouble with existing forum (can't get in)

Next in person meeting:

Short, mid and long term goal setting
Achievable goals
Next 1-3 years
Put into a timeline
Speaker – Janine to ask Carol Dixon if she would like to present to the group in the afternoon of the 29th
Advisory Forum ID – baseball cap, shirt, nice t-shirts
Tabletop Exercise development: spend some time working on a deliverable, something we can produce by the end of the meeting.

Provincial Contact/Distribution List:

Quite a few people have signed up – would like to send them something interesting. Ideas:
Teaser for the exercise Manual – small portion
Richmond Forms exercise
Vancouver newsletter
Ask them for contributions
Scenario – unique, cell phone – expand and contract based on local needs

Janine to look at video – the one we talked about at the in person meeting in Richmond – to recommend to people?

Miscellaneous:

Respond to sender then send to me? (Does anyone remember what this was about?)

BCIT – May 20 join Salvation Army & John McEwan reviewing the role of TSA / what they can do DVD's

Roundtable:

Jeff: Volunteer Management Software: Quesnel going w/ volunteer squared at a cost of about 1-1.2,000. Also hosting a volunteer appreciation night featuring the PEP years of service/recognition pins.

Joyce

Joyce will bring Boat Rescue kits for doorprizes at the conference

Deanna

Updating suppliers

Google docs system to share docs on line

Can permit people to update and change their documents

Can set up and limit the options to edit and review

Luana

Using Google calendar to assist w/ meeting and training opportunity coordination and information sharing

Ruth – Penticton has a recovery team up and running separate from ESS

The plan was developed by Emergex

Cathy

Shuswap exercise

Laurel:

Assisted with Apartment fire response in Maple Ridge

Next conference call

April 28 - 7pm

Call in coordinates: 1-866-596-5278 Code: 1965705

Agenda: Review and follow up on Action Items from February meeting

Please let Janine know if you will be attending the in person meeting in Williams Lake and if you wish Janine to reserve your airfare or your hotel accommodation.

ESSA will provide hotel accommodation for Advisory Forum participants for Thursday night in Williams Lake and Friday night if needed and reimburse meals during travel (please provide receipts) and all meals on Friday May 29. Additional expenses are claimable, but please drop me a line to let me know what to expect. Thanks