

**COMMUNICATIONS COMMITTEE**  
**Meeting 11/16/2010**

Attendees:

Shae Watson  
Mark Mallory  
Brent Smith  
Russell Thrasher  
Bertha Evans  
Keith Kelley  
Norman Prewitt  
Blaine Jones

Approval of 6/10/10 Minutes:

Motion to accept minutes as written was made by Brent Smith, seconded by Norman Prewitt and supported by all members present.

Discussion Items:

- Reviewed and approved the following Policies and Procedures:
  - ❖ Communications Centers:
    - ✓ Motion to approve the Communications Centers Policy and Procedure as written was made by Brent Smith. Seconded by Bertha Evans and supported by all committee members present.
    - ✓ Discussion: We are still having problems with the roll-over from Communication Center #1 at TRMC to Communications Center #2 at Hopkins. Brent will check on the problem and follow up with Shae.
  - ❖ Satellite Phones:
    - ✓ Motion to approve the Satellite Phones Policy and Procedure as written was made by Brent Smith. Seconded by Bertha Evans and supported by all committee members present.
  - ❖ WebEOC:
    - ✓ Motion to approve the WebEOC Policy and Procedure as written was made by Brent Smith. Seconded by Russell Thrasher and supported by all committee members present.

- ❖ EMSystems:
  - ✓ Motion to approve the EMSystems Policy and Procedure as written was made by Brent Smith. Seconded by Bertha Evans and supported by all committee members present.
  
- WebEOC Update:
  - EM Monday: Not getting the participation that is needed, so we will combine EM Monday with Disaster Training Tuesday.
  - We will begin recording Disaster Training Tuesday and a link will be added to the NETRAC website so all can listen to the recordings
  - TWIRP 20 Boards: All are installed with the exception of two boards; these will be the boards that we will teach at the WebEOC workshop.

Meeting adjourned at 9:37 with a motion made by Brent Smith and seconded by Bertha Evans.