

CAEM Minutes
August 31, 2006, 11:00am-12:25pm

Attending: Roehr, Blanchard, Simunich, E. Wilson (for D Wilson), Thompson (for A Mann), Tompkins, McGinn, Webb, Qual, R Reesford (for M Davidson), Elvinger, Dennison, Cole, and Wagner.

1. **Top priorities from CNAC report on Lessons Learned-** two (28, 30) were added to the existing 10 based on late votes. Both dealt with state and local responsibilities. The list will be sent to Dr Jose Diez, incoming Assoc Dep Dir for Animal Emergency Management who will be replacing Dr. Larry Granger. Dr. Diez will be asked to update the committee on progress on these items during his presentation at CAEM in October. Keith Roehr will also send the final list to the chair of the National Assembly.
2. **Action Items from July meeting:**
 - a. Kerry Thompson reported that the Animal Ag Coalition (AAC) did not meet in August so a final National Livestock- Continuity of Business Plan demonstration project and executive summary has not yet been distributed and AAC has not reviewed any response from the NAHLN steering committee.
3. **All – Hazards subcommittee resolution:** This was provided by email shortly before the meeting. Kevin Dennison provided an overview of the document and answered questions. They made recent changes based on suggestions from Paul Williams and AVMA committee on Disaster and Emerging Issues. The discussion indicated that the resolutions were uniformly supported. However, there were concerns regarding the recommendations content, length, audience, etc.
 - a. Document is too long and some areas are confusing on who should take action
 - b. Some of recommendations need to be revised as the action is already in place or addressed to the wrong party
 - c. In order to shorten it and make it clearer what we want the recipients to respond to consider splitting into multiple resolutions to multiple audiences (USDA, DHS, Congressional lobbying groups like AVMA, AAC, Non-government organizations).
 - d. Also consider sending resolution to the National Assembly based on sections 5-7
 - e. The cover letter could emphasize the actions for each recipient
 - f. Dr. Gerald Parker, Deputy Director for Emergency Programs at DHHS, who is a veterinarian, gave a presentation on companion animals in disasters to DOD Veterinary Corps so he should be included in distribution of resolution as DHHS is the lead on ESF8 where some overlap responsibilities exist.
 - g. The background document had specific areas of overlap or confusion in ESF 11, ESF 8 and ESF6 and including this level of detail could ensure action. Another option is to submit those specific areas to DHS group who are currently revising NRP and the supporting ESF documents.
Keith will email Bob Ehart on the committee concerns so they can address them at their subcommittee meeting Sep 7.
4. **Updates:**
 - a. Disinfectants – no progress report from Jeff Kempter has been received. P Blanchard will follow up with Bethany Grohs to find out when to expect it.
 - b. Food and Ag Sector specific Plan revision input: Marilyn Simunich, on CAEM, is the state alternate working on this effort so comments can be sent to her or Denise Spencer, USDA, who is chairing the effort.

5. **October 14 meeting agenda:** Tentative schedule was sent to members. New requests to present were received related to:
 - a. Civil Support Teams. Bill Wagner indicated this was an excellent presentation to NAHLN steering committee and recommended we have it. P Blanchard will follow up with R Wilson.
 - b. Tom McGinn strongly urged the committee to have Margaret Larson speak on effective legislative action. This relates to our April Action item to find more funding for state agricultural emergency preparedness. – Keith Roehr and Tom McGinn will follow up with her on what she would present. Tom stated she is former FEMA and Capitol staffer and now works on ag issues and Congressional action for Governor of Illinois. She is working with other states to obtain the type of funding we discussed in April possibly as part of the Farm Bill.
 - c. To set aside 45 minutes for the legislative presentation, the committee agreed to drop the ongoing activities updates and have them at regular monthly meetings. Also we will wait on inviting someone from Natl Center for Foreign and Zoonotic Diseases to speak until we find out about both A and B to ensure time exists.
 - d. Dr. Michael David was unable to provide the presentation originally requested by Dr. Zepada. K Roehr will contact Brian McCluskey about an alternative speaker.

6. **Membership and quorum for voting:** USAHA requires a 50% +1 quorum of official members for a committee to vote on resolutions. To address this issue the following have been done:
 - a. Over the past couple months, inactive members have been contacted about their continued membership and a number have been removed.
 - b. We are recommending the laboratory subcommittee be dissolved as a subcommittee of CAEM and revert to a committee of AAVLD since most of those members are not interested in the CAEM activities. (**Post-meeting note:** President Marsh informed us as co-chairs we can take this action ourselves).
 - c. Suggested we change time to vote on resolutions so more members were attending.
 - d. Committee decided to publish the voting time and ask all official members to come for the vote at that time.
 - e. **Post-meeting note:** USAHA does accept proxy votes if the notification of proxy is given in writing to the co-chairs in advance of the vote.
 - f. USAHA permits a member of the Board of Directors (BOD) to introduce a resolution to the BOD so if we fail to have a quorum, a CAEM member on the BOD can take it directly to the BOD.

7. **Next Conference call will be September 28 at 10AM EDT rather than 11AM**