

Minutes
Oversight Committee
Regional Advisory Committee
December 13, 2007

Members Present:

Diana McDuffee, Dan Wilson, Jan Orick, Pat Hammond (Chair), Linda Gorman, MJ Tooley (ex-officio)

RML Staff Present:

Sheila Snow-Croft, Beth Wescott, Dale Prince, Toni Yancey, Terri Ottosen, Mandy Bayer-Meloy

Meeting was called to order by Dale Prince. Introductions were made and reports were given.

Reports:

Consumer Health:

The Consumer Health Advisory Group has met twice by telephone. They are in agreement in regard to the direction the program should go. The group distributed literacy packets and is behind the development of a Patient Informatics class.

There was a discussion of classes in development, thought about, or are being presented in Moodle.

Mention was made as to whether or not consideration had been made into IRB training.

Outreach:

Meetings and input are not quite as smooth as could be. There are boundary issues in regard to the mandates of the NN/LM. There was also a member replacement during year 2.

There was also some confusion in regard to consumer health outreach to health professionals. Does responsibility fall with Outreach or Consumer Health? Is Public Health a main focus? What sort of training would librarians like to see in

regard to outreach to health professionals? Emergency preparedness is another grey area: who does training of health professionals?

Committee needs more information in order to focus properly.

Classes were discussed.

Funding in this area needs to be more specific.

Technology:

A suggestion was made that the Technology Advisory Committee should identify experts for training purposes and that the committee should investigate collaborative tools and find good examples of how to use these tools.

The committee itself still lacks focus. The minutes from the October meeting reflect this: there seems to be no common understanding of what the committee should take on as its purview and of the mandate of the NN/LM.

Emergency Preparedness:

(Handouts: The NN/LM Emergency Response Plan (flowchart), Draft Resource Library Agreement, Draft The National Network of Libraries of Medicine Emergency Preparedness & Response System) – [To access the finalized versions of these documents, please use this link to the NN/LM Emergency Preparedness & Response Toolkit blog](#)

It was suggested that the task force be made into a permanent committee of the RAC structure.

Dan went over the Toolkit and the documents he handed out (see above). There was a discussion of what buddy libraries will be expected to do and if there would be a paper equivalent of the Toolkit should power go out.

Training was also discussed. RML training will focus on service continuity and MOU training. However, there will be a train the trainer event for the state coordinators, ever virtual or in-person if there is funds are available.

Pat Hammond suggested, for the Toolkit, a checklist on how IT services function.

Dan offered a proposal in regard to appointing state coordinators: NN/LM appoints one state coordinator for a 3 year appointment, and that coordinator appoints a team: hospital, resource, and other. One drill a year for the team. Team makeup would be reported to NN/LM.

Funding

The RML needs to give more examples of types of things each award may be used for. Additionally, each announcement should follow the same format.

Suggestions for funding focus: K-12 (especially Middle School), school nurses, peer-tutor projects and emergency responders.

The Committee suggested the elimination of the Library Improvement Award and that it should be rolled into Relief awards or elsewhere.

Exhibit award was discussed, but the \$2,000 currently awarded is sufficient. However the award needs to be broadened, and maybe wording may be applied such as “preference will be given to these groups and new opportunities” or “how will your focus be different if you have received this award before.”

Training awards should be bumped up to \$1,000.

Express planning: could this award include health practitioners?

Follow-up: should it say it's tied to follow-up?

Express welcome award: the wording is out of date in regard to space. Should be replaced by “a designated and accessible space.”

A Go-Local maintenance award was requested.

Evaluation

A single, national evaluation would be a good idea. All network members should be included.

We should interview people who received awards to see how they felt about services and the efficacy of the award and project. We should also attempt to find out who we didn't reach.

