

**Minutes: IAEM-Global Communications Work Group
Conference Call: Feb. 25, 2010**

IAEM-Global Communications Work Group Participants:

- Dean Larson, Ph.D., CEM, Chairman, IAEM-Global Communications Work Group
- Catherine Blair, CEM, IAEM-Global Board Communications Director and IAEM-Canada representative to Communications Work Group and its Editorial and Web Site Sub-Work Groups
- Clifford Seow, IAEM-Asia representative to Communications Work Group
- Gavin Treadgold, IAEM-Oceania representative to Communications Work Group and its Editorial and Web Site Sub-Work Groups
- Daryl Spiewak, CEM, IAEM-USA representative to Communications Work Group and Editorial Sub-Work Group
- Darryl Dixon, JP, at-large member of Editorial Sub-Work Group
- Valerie Lucus, CEM, at-large member of Editorial Sub-Group
- Landon Densley, IAEM-USA representative to IAEM-Global Web Site Sub-Work Group
- Karen Thompson, IAEM staff liaison

Other:

- Trey Shannon, CEM, Chairman, IAEM-Global Membership & Marketing Work Group

Introduction

All members of the IAEM-Global Communications Work Group, as well as its Editorial and Web Site Sub-Work Groups, were invited to this conference call. The conference call began at 6:00 p.m. U.S. Eastern time. Dean Larson, Ph.D., CEM, chairman, led the meeting, opening with an overview of the Communications Work Group and its Sub-Work Groups (Editorial and Web Site).

Roll Call

Karen Thompson, staff liaison, conducted a roll call to determine who was present at the conference call. Dean noted that at least one person called in and did not provide his/her name. Trey Shannon said that it was him, and he was asked whether he was there to represent an absent work group member. Trey said that he was not there to represent an absent group member. He said that he was there to talk about a pending Web site proposal to the Board. Dean stated that this topic was not on the agenda for this conference call.

Dean asked that all members respond via email to Karen if they are not able to attend a conference call. He also asked members to provide him with their recommendations for better times for a conference call, noting the difficulty in selecting a time that is workable for all members.

Editorial Sub-Work Group

Dean reviewed the mission statement of the Editorial Sub-Work Group. Karen announced news related to the Editorial Sub-Work Group:

- Daniel Hahn, CEM, has been named as chair of the Editorial Sub-Work Group.
- Gavin Treadgold has been named as coordinator of the EM Practitioner Article Collection.

Mission Statement for Communications Work Group

Dean reviewed the need for a mission statement for the overall Communications Work Group to be developed and submitted to the IAEM-Global Board for approval. Karen stated the purpose for the Communications Work Group as background to this project. The general purpose of the Communications Work Group is to function as liaisons to the IAEM-Global Board on communications issues, as identified by the Board, the Communications Work Group, or by its sub-groups (Editorial and Web Site). The Communications Work Group is also charged with developing communications policy and related recommendations for the IAEM-Global Board. Dean asked for volunteers to assist in drafting a mission statement for review and comment by all work group members. Gavin, Clifford Seow, and Daniel volunteered to assist Dean and Karen in drafting the mission statement. Valerie Lucus, an at-large Editorial Sub-Work Group member, noted that about five years ago, a mission statement was drafted for the IAEM-USA Communications Committee, which might be useful in drafting the IAEM-Global Communications Work Group mission statement. Valerie and Karen will check their files to retrieve this previous draft.

Schedule for Future Conference Calls

Dean will be holding quarterly conference calls during 2010. Daniel noted that most of the Editorial Sub-Work Group business can be covered during these calls. Karen suggested that the Editorial Sub-Work Group may wish to hold a separate conference call around mid-year to start looking at special focus issue topics for 2011.

General Discussion

Dean Larson opened the meeting for general discussion.

- Catherine Blair, CEM, IAEM-Global Communications Director and IAEM-Canada representative, stated that she would be available to liaise with the IAEM-Global Board and that she would ask the Council Presidents to encourage their members to submit articles and news to the IAEM Bulletin.
- Clifford Seow, IAEM-Asia representative, talked about how to get IAEM-Asia members to participate in submitting articles and news to the IAEM Bulletin.
- Gavin Treadgold, IAEM-Oceania representative, mentioned the need for more international content in the IAEM Bulletin. He also noted that the Oceania Council is planning to publish local articles on its Web site and is looking at producing a Council newsletter. He said that the Oceania Council has around 80 persons who have registered for the CEM[®], and they need to meet the publishing requirements.
- As the coordinator of the EM Practitioner Articles Collection, Gavin said that he would like to look at possible ways in which these longer articles could count toward the CEM[®]. Dean said there is a review of the articles at this time, but not a professional review and no editing; he said that he would be interested in seeing a proposal from Gavin that he could possibly take to the CEM[®] Commission. Dean also noted that perhaps reviewers for articles submitted to the EM Practitioner Articles Collection could get Professional Contributions credit toward their own CEM[®] certification or recertification.
- Daniel Hahn, CEM, Editorial Sub-Work Group Chairman, suggested that at some time perhaps the IAEM Bulletin could do a special edition focused on a certain Council area to generate participation by members in that area.
- Trey Shannon again mentioned the pending Web site proposal to the Board and the intent of the IAEM-Global Membership & Marketing Work Group. Dean again stated that this topic was not on the agenda for this conference call.
- Gavin said that IAEM-Oceania is working on a new Web template for its Council Web site, which he will share with us when it is ready.
- Daniel suggested that in our next conference call, we talk about how each Editorial Sub-Work Group member is working toward recruiting subject matter experts to write for the IAEM Bulletin.
- Landon Densley, an at-large Editorial Sub-Work Group member, mentioned that he was recently at a class in Turkey, where he encouraged participants to write for the IAEM Bulletin about their experiences in emergency management response in Haiti and in China.

The conference call was adjourned by Dean Larson at 6:50 p.m., U.S. Eastern time.