



Meeting Minutes: Mohawk Area Public Health Coalition Steering Committee			
Date	June 13, 2016	Location	JWO Transit Center 12 Olive St Greenfield, MA Room 104
Time	4:30-6:30 p.m.	Duration	2 Hours
		Facilitator:	Nicole Zabko, Co-Chair Carolyn Shores Ness, Co-Chair

ATTENDEES:	
Mike Friedlander, Colrain BOH	Norene Pease, Shutesbury BOH
Nicole Zabko, Greenfield Health Director	John Hillman, Leverett BOH
Donna Gibson, Williamsburg BOH	Carolyn Shores Ness, Deerfield BOH
ABSENT:	
Gina McNeely, Montague Health Director	Doug Telling, Charlemont BOH
Flora Sadri, Northfield BOH	Duncan Colter, Ashfield BOH
Deb Coutinho, Shelburne BOH	
FRCOG STAFF:	GUESTS:
Greg Lewis, Mark Maloni	Michael Nelson, MDPH; Chris Goshea, Baystate Franklin Medical Center; Allison Hope, Berkshire Regional Planning Commission

Agenda Items	
1. Welcoming remarks/ agenda/introductions	Called to order at 4:34 p.m.
2. Review/approval of May 16, 2016 minutes	Michael moved to accept the May minutes. Donna seconded. Passed unanimously.
3. Training: Spontaneous Unaffiliated Volunteers	Allison Hope, PHEP Planner with the Berkshire Regional Planning Commission, presented a brief awareness-level training regarding Spontaneous Unaffiliated Volunteers. Key points included: <ul style="list-style-type: none"> • Unaffiliated means no affiliation with a volunteer mgmt. org i.e., Red Cross, MRC, etc. No affiliation also then means no background or credential check • Large scale disasters will require a level of need from SUV's • The bigger the disasters, the more likely people will show up – plan for SUV's! • Resources available on WRHSAC website, and BRPC can offer a

	<p>more fleshed out training Group would like to get the next level of training from BRPC at the July meeting.</p>
<p>4. Old Business. a) Staff Report. b) HMCC Update. c) Q4 Deliverables. d) Annual Meeting.</p>	<p>a. Greg reported that he did not generate a staff report for this meeting. b. Mark noted TTX was completed, offered good food for thought, and will inform base plan development this summer. c. Q4 deliverables are basically done and awaiting submittal to DPH. Closed POD project will wrap up, perhaps will be salient as we explore AFN consideration for EDS plans in the future. HHAN drill is coming very soon. EDS gap analysis from ORR is being pushed out to Q1 of BP5. d. Annual meeting has 3 speakers lined up to speak to AFN planning. DPH, MEMA, and Dr. Steven Rich (UMass lab). Local NPO's are also invited.</p>
<p>5. New Business a) Meeting Format & Frequency b) Merit-based projects: Guidelines c) Review of letter of support for Greenfield BOH Needle Exchange Initiative</p>	<p>a. Greg presented alternative meeting frequency model. Potential of reducing number of SC business meetings, and offering more trainings, presentations, forums, etc. Greg proposed every other month for full SC meetings with rotating. SC meetings will run July, September, November, January, March, and May. Special events will happen October, December, February, April. b. Greg presented proposed guidelines to utilize in deciding upon funding allocations for project ideas presented in BP5. Group was skeptical of creating competitive structures and wondered how to build a model that fully supports collaboration. Conversation will continue into July meeting. c. Letter of support presented by the group for review. Moved by Norene, seconded by Michael. No discussion; passed unanimously, Nicole abstained.</p>
<p>6. Roundtable Updates a) DPH b) Local Boards</p>	<p>a. Michael: work plans have been submitted; commissioner is holding regular quarterly conference call; region 3 is back to being fully staffed with coordinators; Cambridge Health Alliance was selected for 4AB Sponsoring Organization. b. None due to time</p>
<p>7. Business not reasonably anticipated 48 hours prior to the meeting.</p>	<p>a. None.</p>
<p>8. Wrap up and adjourn.</p>	<p>a) Norene moved to adjourn the meeting, Michael seconded, passed unanimously. Adjourned at 6:54 p.m.</p>