



Meeting Minutes: Mohawk Area Public Health Coalition Steering Committee			
Date	March 20, 2017	Location	JWO Transit Center 12 Olive St Greenfield, MA Room 104
Time	4:30-6:00 p.m.	Duration	1.5 Hours
		Facilitator:	Nicole Zabko, Co-Chair Carolyn Shores Ness, Co-Chair

ATTENDEES:	
Mike Friedlander, Colrain BOH	Carolyn Shores Ness, Deerfield BOH
Nicole Zabko, Greenfield Health Director	Gina McNeely, Montague Health Director
Deb Coutinho, Shelburne BOH	Norene Pease, Shutesbury BOH
Betsy Kovacs, Heath BOH	Donna Gibson, Williamsburg BOH
Marti Ferguson, Buckland BOH	Meg Burch, Conway BOH
Kathie Benson, Leyden BOH	
ABSENT:	
John Hillman, Leverett BOH	Flora Sadri, Northfield BOH
Doug Telling, Charlemont BOH	Duncan Colter, Ashfield BOH
FRCOG STAFF:	
Phoebe Walker; Tracy Rogers; Mark Maloni; Glen Ayers; Greg Lewis	GUESTS:
	Michael Nelson, MDPH; Lisa White, CPHS

Agenda Items	
1. Welcoming remarks/agenda/introductions	Called to order at 4:32 p.m.
2. Review/approval of February 27, 2017 minutes.	Mike moved to accept the February 27, 2017 minutes. Gina seconded. Passed unanimously.
3. Old business a) Staff and Local PHEP report b) HMCC update c) WAG and LSAC updates d) Q3 Deliverables e) Minigrant updates	a) Greg presented his staff report in hard copy and gave a verbal update to the PHEP report. b) Mark reported that the full coalition HMCC meeting will be Friday, April 14 th , 9am-1pm, Mercy Medical Center in Springfield. c) Greg reported that the regional project for the WAG is nearing completion with a set of Information Sharing standard operating guidelines for local public health, used during both routine operations and emergencies. d) RealOpt simulations will be run next week. Greg is in communications with BOHs of Colrain and Wendell re MAVEN training.

	<p>e) Williamsburg/Goshen and Montague have remaining minigrant funds. A purchase request from Montague covering a portion of their allocation to be submitted to OPEM.</p>
<p>4. New business a) Concurrence Vote: MDPH OPEM's budget and workplan for BP1 b) Renewal of MOU with FRCOG c) Hard Knox 2017: FEMA Exercise</p>	<p>a. Greg presented budget and workplan – level funded but with new funding formula that increase overall budget by about 10K; workplan is nothing hugely new – staff call down drill now requires actual on site assembly of LPH leadership; moved by Carolyn, second by Betsy – passed unanimously. b. Group reviewed MOU between MAPHCO and FRCOG for the next fiscal year – unchanged since last year's MOU. Moved by Mike, second by Betsy, passed unanimously. c. Potential exercise in west Franklin County returns every decade or so. Scenario will involve Deerfield River flooding with swift water rescue. Carolyn asked group to consider additional scenario ideas for local public health to be included. Potential options: septic/sewage/hazmat releases, public health joint information center (JIC), HMCC JIC. Group will revisit the topic at the April meeting.</p>
5. DPH Update	a. None.
6. Roundtable updates	a. None.
7. Business not reasonably anticipated 48 hours prior to the meeting	a. Tracy presented proposed budget amendments to submit to OPEM. Because line items can be over or underspent by 10% without OPEM approval, proposal is to move funding into multiple line items to preserve flexibility. Reviewed changes – leaves \$1,600 surplus to use as needed. Question for the group is how it will be spent. Carolyn moved to approve, Gina seconded, unanimously approved budget modification.
8. Training: PHEP 101	a) Greg offered a first run preview of his PHEP 101 training and received feedback for suggested edits. Greg will incorporate them and also derive a short version for BOH meetings. Another PHEP 101 training will be offered before the end of Q4.
9. Adjourned	a) Deb moved to adjourn the meeting, Mike seconded, passed unanimously. Adjourned at 6:12 p.m.