



Franklin Regional Council of Governments

Meeting Minutes: Western Mass. Health and Medical Coordinating Coalition

Date	May 23, 2017	Location	DPH conf. room Northampton Office	Facilitators:	Jeanne Galloway
Time	2-4 p.m.	Duration	2 Hours		

VOTING MEMBERS:

Lucy Britton, Hospitals (*servicing alternate*)
 Heather Barbieri, Hospitals
 Brian Andrews, EMS
 Jeanne Galloway, Local Public Health
 Nicole Zabko, Local Public Health
 Patricia Haner, Long-Term Care
 Jacqueline Johnson, CHC's

HMCC STAFF:

Tracy Rogers
 Mark Maloni

NONVOTING MEMBERS:

Gail Bienvenue, MDPH
 Michael Nelson, MDPH

GUESTS:

Agenda Items	Notes
1. Review agenda/introductions	Jeanne called the meeting to order at 2:00pm.
2. Approve minutes from March 2016 Steering Committee Meeting	Moved by Brian, seconded by Lucy, to accept the March minutes as written. Passed unanimously.
3. April Full Coalition Debrief	Discussed the April Coalition Meeting. People feel the overall structure of disciplinary updates, HMCC updates, and a program/presenter works well. Chad had mixed reviews. Next meeting will be the Jurisdictional Risk Assessment survey follow-up – should be towards/in Berkshires County.
4. BP1 workplan and budget	Tracy reviewed the BP1 workplan by each deliverable. No significant questions or concerns from Steering Committee. Budget review raised question of Steering Committee oversight role of budget. Steering Committee function does not include oversight of sponsoring organization budget for full coalition. Opinions and thoughts are welcome, but ratification of budget not required.
5. Steering Committee Meeting Schedule.	Reviewed the prior years meeting schedule to assess Steering Committee sense of how efficacious the schedule is. Presented group the option of a more quarterly staggered schedule (i.e., quarterly, one month before close of quarter). Group is happy with current schedule. Meeting schedule for BP1 will be: September 26 th , 2017 November 28 th , 2017 (Mark and Tracy both out of state)

	March 27 th , 2018 May 22, 2018
6. Business not reasonably anticipated 48 hours prior to the meeting.	None.
7. Wrap up and adjourn	Brian moved to adjourn, Heather seconded, passed unanimously. Meeting adjourned at 3: 52 p.m.