



Elected Official Emergency Preparedness  
Mastering the Paperwork  
aka Administrative Preparedness  
January 11, 2018

- 5:30—6:00 Sign in
- 6:00—6:05 Welcome and overview  
*Greg Lewis, FRCOG Public Health Emergency Planner*
- 6:05—6:15 Declaring a State of Emergency  
*Bonnie Roy, MEMA*
- 6:15—7:15 Public Assistance Documentation and Process  
*Gina Valentine, MEMA*
- 7:15—7:45 Emergency Financial Procedures  
*Bill Arrigal, MA Dept. of Revenue*
- 7:45—8:00 Break
- 8:00—8:45 Emergency Procurement Procedures  
*Andrea Woods, Chief Procurement Officer, FRCOG*
- 8:45—9:00 Open Meeting Law  
*Bob Dean, Selectman, Buckland*



**Franklin Regional  
Council of Governments**