Meeting Minutes: Mohawk Area Public Health Coalition Steering Committee

Date: February 12, 2018  
Location: FRCOG, Library 12 Olive St Greenfield, MA  
Facilitator: Carolyn Shores Ness & Norene Pease, Co-Chairs

Time: 4:30-6:30 p.m.  
Duration: 2 Hours

ATTENDEES:
Deb Coutinho, Shelburne BOH  
Donna Gibson, Williamsburg BOH  
Carolyn Shores Ness, Deerfield BOH  
John Hillman, Leverett BOH

ABSENT:
Duncan Colter, Ashfield BOH  
Flora Sadri, Northfield BOH  
Betsy Kovacs, Heath BOH  
Mike Friedlander, Colrain BOH  
Doug Telling, Charlemont BOH  
Gina McNeely, Montague Health Director  
Norene Pease, Shutesbury BOH

FRCOG STAFF:  
Tracy Rogers; Mark Maloni; Greg Lewis

GUESTS:  
Dennis Annear NWMIMT; Michael Nelson, DPH

**Agenda Items**

1. **Welcoming remarks/agenda/introductions**
   Called to order by Carolyn at 4:37 p.m. Introductions were made between attendees and guests.

2. **Review/approval of January 16, 2018 minutes.**
   Carolyn moved to accept the January 16, 2018 minutes, Deb seconded. Passed unanimously.

3. **Old business**
   a) **Staff report**
   b) **Elected Officials Series**
   c) **MAPHCO Directory**
   d) **HMCC update**
   e) **WAG and LSAC updates**
   f) **Q3 Deliverables**
   a) Greg presented his staff report which mainly described progress on the coalition and regional project deliverables.
   b) Greg described the most recent seminar in the Elected Officials Emergency Preparedness Series – Volunteer Management.
   c) Greg briefly mentioned the status of the MAPHCO Directory with its development dependent on member input.
   d) No update.
   e) Greg offered preliminary information from OPEM regarding the next budget period, as gathered at the LSAC meeting.
   f) Greg updated the SC regarding the remaining EDS drill tasks, listing those that held exercises and others that will need traditional methods, such as a staff calldown or site notification.

4. **New business**
   a) **Operation Vigilant Guard**
   a. Full scale exercise scheduled for November 2018. Dennis Annear described the current planning efforts with state
<table>
<thead>
<tr>
<th>Section</th>
<th>Text</th>
</tr>
</thead>
<tbody>
<tr>
<td>b) MAPHCO Regional Assets and Supplies</td>
<td>agencies and Massachusetts Nat’l Guard, mentioning potential role for local public health to participate. Last year was to be Operation Hard Knox, sponsored by FEMA, but real world events caused its cancellation. Vigilant Guard is a full-scale exercise 11/5/18-11/9/18, starting on MA coastal area and moving west. MSEL not yet in place. Deerfield River will be center of activity and cause of disaster scenario. Group discussed ways that LBOHs might respond to or help in recovery from a major flood: water quality (private wells, treatment plant spills), food safety, risk communications, volunteer management, multi-agency coordination center (Franklin Co. MACC). Carolyn moved, Deb seconded, to write a letter of interest for Dennis to bring to the planning group to indicate MAPHCO willingness to participate.</td>
</tr>
<tr>
<td>c) HMCC Steering Committee Alternate</td>
<td>Greg presented a specific list of equipment and supplies with pricing information that could be shared by public health in Franklin County during emergencies as regional assets. Included were: vaccine refrigerators, mobile supply kits, light towers, and pandemic flu PPE kits. The assets would be kept and maintained at a self-storage facility, accessible 24/7 and centrally located. Carolyn moved, John seconded, to adopt the spending plan, as discussed: four glass door refrigerators (4 cu. ft.), 25 pandemic flu half-mask kits (3-packs), three Mobile Dispensing Boxes, two inflatable light towers, and rental of a storage locker with the PHEP Planner to confer with Co-Chairs if there are unanticipated issues. Passed unanimously (without vote by Deb who had departed the meeting, and with the vote of Michael as alternate),</td>
</tr>
<tr>
<td></td>
<td>c. Discussion of finding a new HMCC Steering Committee Alternate tabled to next meeting.</td>
</tr>
<tr>
<td>5. DPH Update</td>
<td>a. None.</td>
</tr>
<tr>
<td>7. Business not reasonably anticipated 48 hours prior to the meeting</td>
<td>a. Request from Tracy to appropriate $2,000.00 towards salary of Robert Quinn O’Connor to compensate his staff time used towards flu clinics and EDS drills this year. Moved by Carolyn, seconded by Deb to approve. Passed unanimously.</td>
</tr>
<tr>
<td>8. Adjourned</td>
<td>a) John moved to adjourn the meeting, Michael seconded, passed unanimously. Adjourned at 6:40 p.m.</td>
</tr>
</tbody>
</table>