



Meeting Minutes: Mohawk Area Public Health Coalition Steering Committee			
Date	May 20, 2019	Location	FRCOG 12 Olive St Greenfield, MA Library
Time	3:30-6:30 p.m.	Facilitator:	Carolyn Shores Ness & Norene Pease, Co-Chairs
Duration	3 Hours		

ATTENDEES:	
Deb Coutinho, Shelburne BOH	Carolyn Shores Ness, Deerfield BOH
Norene Pease, Shutesbury BOH	Duncan Colter, Ashfield BOH
John Hillman, Leverett BOH	Betsy Kovacs, Heath BOH
Mike Friedlander, Colrain BOH	
ABSENT:	
Gina McNeely, Montague Health Director	Donna Gibson, Williamsburg BOH
FRCOG STAFF:	GUESTS:
Mark Maloni, Greg Lewis, Xander Sylvain	Michael Nelson, MDPH OPEM;

Agenda Items	
1. Welcoming remarks/agenda/introductions	Called to order by Carolyn at 3:36 p.m.
2. Review/approval of April 22, 2019 minutes.	Norene moved to accept the April 22, 2019 minutes, Deb seconded. Passed unanimously.
3. Old business a) Staff report b) Expenditures Update c) HMCC Update	<ul style="list-style-type: none"> a) Greg presented his staff report, including the Franklin County MACC exercise and new additions to EDS plans for cold chain management of vaccines. b) The quote for three vaccine refrigerators exceeded the budget due to shipping costs. Therefore, Greg purchased two refrigerator plus one vaccine carrier, with remaining budget spent towards replenishing expired N95 respirators in EDS inventories. c) Mark provided an update on HMCC Steering Committee and Hazard Vulnerability Assessment & Prioritization results.

<p>4. New business</p> <p>a) FY 2020 MAPHCO Budget Plan</p> <p>b) MAPHCO Strategic Planning: Final Design for 2019 Annual Meeting</p>	<p>a) The projected MAPHCO budget for BP1 will be approximately level with this year, due to the LSAC Small Group's hard work to ensure that a new federal rule favoring CRI cities (like Boston) did not impact smaller coalitions. In return, Greg and other PHEP Planners are asked to provide up to 10 hours of assistance with Region 4AB & 4C programming next year. Steering Committee decided to move \$6,051.29 in the BP1 budget from unallocated into the Supplies line. Vote: Moved by Deb, seconded by Mike to approve budget as modified above. Passed unanimously.</p> <p>b) Greg proposed the overall agenda for the Annual Meeting, with main goals including coalition approval of next year's planning for possible structural changes to MAPHCO. Discussion ensued regarding the need for monthly SC meetings. Vote: Mike moved to amend the MAPHCO Principles of Operation to reflect a four meeting minimum per year for the Steering Committee, but to schedule the meetings for every other month. Duncan seconded. Passed unanimously.</p>
<p>5. Roundtable updates</p>	<p>a. None.</p>
<p>6. Business not reasonably anticipated 48 hours prior to the meeting</p>	<p>a. None.</p>
<p>7. Adjourned</p>	<p>a. John moved to adjourn the meeting, Deb seconded. Adjourned at 6:14 p.m.</p>