



Meeting Minutes: Mohawk Area Public Health Coalition Steering Committee			
Date	February 11, 2019	Location	FRCOG 12 Olive St Greenfield, MA Library
Time	4:30-6:30 p.m.	Facilitator:	Carolyn Shores Ness & Norene Pease, Co-Chairs
Duration	2 Hours		

ATTENDEES:	
Donna Gibson, Williamsburg BOH	John Hillman, Leverett BOH
Mike Friedlander, Colrain BOH	Betsy Kovacs, Heath BOH (<i>via telephone</i>)
Deb Coutinho, Shelburne BOH	Carolyn Shores Ness, Deerfield BOH
ABSENT:	
Gina McNeely, Montague Health Director	Duncan Colter, Ashfield BOH
Norene Pease, Shutesbury BOH	
FRCOG STAFF:	GUESTS:
Mark Maloni; Greg Lewis, Xander Sylvain	Michael Nelson, DPH OPEM, Chris Myers, Shelburne EMD

Agenda Items	
1. Welcoming remarks/agenda/introductions	Called to order by Carolyn at 4:40 p.m. Attendees introduced themselves and welcomed Chris Myers, EMD, who responded to MAPHCO's invitation to REPC members.
2. Review/approval of November 19, 2018 minutes.	Donna moved to accept the December 17, 2018 minutes, John seconded. Passed unanimously.
3. Old business a) Staff report b) HMCC update c) WAG and LSAC updates d) Pioneer Valley Mosquito Control District (PVMCD) Update	<p>a) Greg presented his staff report. Discussion regarding the importance of identifying, and funding, all local efforts that promote community resilience. Greg described the potential project with CDC's Public Health Law program to study the laws that affect PHEP in MA and Franklin Co.</p> <p>b) Mark described the active shooting (ALICE) trainings coming for healthcare, Operationalizing ICS training for all disciplines in late May. Western MA Jurisdictional Risk Assessment (JRA) – these data are being received from all disciplines. HMCC Steering Committee will begin to aggregate and rank the hazards of concern based on their impacts and the functional tasks on the system based on those same impacts.</p>

	<p>c) WAG assembled the JRA data from PHEP coalitions and submitted to HMCC. It continues to develop an EID workshop for Region 1. MAPHCO's EID workshop to occur during its March meeting, please promote the event to your BOH and contacts.</p> <p>d) Commission is setting budget and services for coming season.</p>
<p>4. New business</p> <p>a) PHEP and MAPHCO Realignment</p> <p>b) 2019 MAPHCO Annual Meeting – Goals, Topics, and Theme</p> <p>c) BP1x Budget Modification</p>	<p>a) Attendees reviewed the MAPHCO Principles of Operation's sections pertaining to roles and duties of members, leadership, and staff person.</p> <p>Greg offered a summary of the individual conversations he held with SC members to listen to their perspectives on the scope and effectiveness of MAPHCO in its mission to improve PHEP in the region. The overlapping trends included: the expectation on LBOHs, as volunteers, to manage EDS alone is misplaced; other emergency response disciplines need to be included in MAPHCO; and the SC should spend time re-examining its role and membership. Greg asked if inviting EMDs to serve on the SC, as designees from their LBOH, was welcome. Without a vote, the group agreed to the possibility.</p> <p>Betsy suggested undertaking an organized strategic planning process that includes meeting times outside the regular ones. This would allow for in-depth discussion and consideration independent of ongoing business. She also suggested contracting with a facilitator familiar with strategic planning to allow for full participation by all members, neutrality, and a formal process to result in a plan with objectives and a timeline. The group agreed to allow Betsy and Greg to proceed with finding a facilitator for assisting with the strategic plan development meetings.</p> <p>b) Greg relayed the offers from Phoebe to combine other public health programming at the FRCOG into the Annual Meeting in order to help with food costs and eliminate the federal requirement of a 4-hour event, but Terrazza would not be the venue. The group voiced their appreciation and preference to keep the Annual Meeting in its current format with a longer agenda and funding sourced from the MAPHCO budget. Short discussion that the theme for the meeting could make use of the strategic planning development, given the usually large number of BOH attendees.</p> <p>c) Greg briefly mentioned that the next deadline to amend the budget is 2/15. No one proposed amendments.</p>
<p>5. DPH Update and WebEOC Demo</p>	<p>a. The above discussion exceeded the time needed for another WebEOC demo. The next one will be expected at the April meeting.</p>
<p>6. Roundtable updates</p>	<p>a. None.</p>
<p>7. Business not reasonably anticipated 48 hours prior to the meeting</p>	<p>a. None.</p>

8. Adjourned

a) Donna moved to adjourn the meeting, Carolyn seconded.
Adjourned at 6:31 p.m.