



Meeting Minutes: Mohawk Area Public Health Coalition Steering Committee			
<b>Date</b>	May 5, 2020	<b>Location</b>	CONFERENCE CALL ONLY!
		<b>Call-In Number</b>	(425) 436-6370
		<b>Access Code</b>	372022
<b>Time</b>	4:30-6:00 p.m.	<b>Facilitator:</b>	Carolyn Shores Ness & Norene Pease, Co-Chairs

<b>ATTENDEES:</b> Duncan Colter, Ashfield BOH Donna Gibson, Williamsburg BOH John Hillman, Leverett BOH Betsy Kovacs, Heath BOH Carolyn Shores Ness, Deerfield BOH Norene Pease, Shutesbury BOH	<b>GUESTS:</b>
<b>ABSENT:</b> Valerie Bird, Greenfield Health Director Mike Friedlander, Colrain BOH Doug Telling, Charlemont BOH Deb Coutinho, Shelburne Dan Wasiuk, Montague Health Director	<b>FRCOG STAFF:</b> Mark Maloni

Agenda Items	
1. Welcoming remarks/agenda/introductions	Called to order by Pease at 4:35 p.m.
2. Review/approval of April 28, 2020 minutes	<i>Gibson moved to accept the April 21, 2020 minutes, Shores Ness seconded the motion; with no further discussion, the motion passed unanimously.</i>
3. Old business a) Approval of laptop and monitor for PHEP planner	With Greg's departure in the early spring, the funds budgeted for his salary can be deployed differently. Further supply purchases are underway, but MAPHCO/FRCOG staff wish to replace the 4-5 year old laptop Greg was using. This will help spend down the current year budget, and not have to come out of next year's.

	<p><i>Moved by Shores Ness to approve the expenditure of \$3,000 towards the purchase of a computer and monitor for future MAPHCO staff; second by Gibson. No further discussion. Passed unanimously.</i></p>
<p>4. New business</p> <p>a) Situation report from each EDS</p> <p>b) This week's messaging</p> <p>c) Annual Meeting</p>	<p>a) Williamsburg/Goshen: Drive/through voting in town went well, and could serve as a model for them to conduct future drive-through dispensing. Some lessons learned around accounting for weather and wind. The Williamsburg contract with Northampton for public health nursing is coming to a close and they are considering not renewing and taking on the tasks themselves.</p> <p>Hawlemont: Kovacs reported towns in the Hawlemont region are still working to address the annual town meeting, and a special town meeting, as well as Heath's election 6/12. What's the best guidance and strategies? Still a lot of question out there on this issue; Heath is considering how to best promote absentee voting. Hawley has proactively distributed absentee ballots to residents, and Rowe is also considering this strategy.</p> <p>Shutesbury/Leverett: Hillman indicated Leverett's concerns this week included educating and supporting residents around the mask wearing order, and building out their resident contact database to ensure they have better communications access to all residents. Pease indicated that Shutesbury continues to work with the Town Administrator and Clerk on election concerns/planning. They are also building their EDS resupply budget.</p> <p>Frontier: Shores Ness reported a sense that cases were still ticking up in Deerfield, and there is seemingly increased anxiousness amongst residents. EDS team is concerned about next flu season, its overlap with a possible second wave of COVID-19 cases, and flu clinic planning.</p> <p>b) Messages to be promoted this week or next include:</p> <ul style="list-style-type: none"> <li>• Health departments/boards of health are taking the necessary steps to protect their communities health</li> <li>• Stay the course on social distancing – Governor's order on stay at home advisory and statewide re-opening Advisory Board</li> <li>• How to get tested</li> </ul> <p>c) Group discussed the issue of what to do with Annual Meeting planning, which under normal circumstances would need to be held prior to the close of the fiscal year on June 30. Due to the state of emergency, PHEP Coalition deliverables can be postponed beyond that deadline. Therefore the group needed to decide whether to push forward with an annual meeting between now and then, or vote to postpone it until a later date.</p> <p>The timeline between now and 6/30 is so close that no one desired an in-person meeting. Option for a virtual/Zoom meeting to include</p>

	<p>a presentation/webinar were considered, but only if we could identify a compelling and meaningful topic; people are spread pretty thin, and the group agreed we should not have a meeting purely for the sake of having one. Maloni noted that the group could vote to postpone the meeting, and if we were to later in the summer identify a compelling presenter and felt that the membership had the bandwidth to participate, we could then design a virtual event that included the necessary components for Annual Meeting business.</p> <p>Colter noted that Annual Meeting is where we re-elect Steering Committee members, so in the absence of the meeting, what does that mean for the leadership? Maloni indicated that while it was fine for the current Steering Committee body to continue to serve until the Annual Meeting and concurrent election, it likely makes sense for current leadership to consider their willingness to continue serving, and to create the opportunity for any current leaders who anticipated their term ending to resign their position at the end of June.</p> <p><i>Shores Ness made a motion to postpone the MAPHCO Annual Meeting indefinitely, with the understanding that we will consider the potential for a later summer virtual event. Gibson seconded; the motion passed unanimously.</i></p>
<p>5. Business not reasonably anticipated 48 hours prior to the meeting</p>	<p>The Committee asked to have an update on the Community Tracing Collaborative be a standing item on future agendas.</p>
<p>6. Wrap up and adjourn</p>	<p>Pease moved to adjourn the meeting, Gibson seconded the motion, and the meeting adjourned at 5:57 p.m.</p>