



Meeting Minutes: Mohawk Area Public Health Coalition Steering Committee			
<b>Date</b> June 16, 2020	<b>Location</b> CONFERENCE CALL ONLY!	<b>Facilitator:</b> Carolyn Shores Ness & Norene Pease, Co-Chairs	
	<b>Call-In Number</b> (425) 436-6370		
	<b>Access Code</b> 372022		
<b>Time</b> 4:30-6:30 p.m.			

<p><b>ATTENDEES:</b>  <i>Donna Gibson, Williamsburg BOH</i>  <i>John Hillman, Leverett BOH</i>  <i>Betsy Kovacs, Heath BOH</i>  <i>Carolyn Shores Ness, Deerfield BOH</i>  <i>Norene Pease, Shutesbury BOH</i>  <i>Dan Wasiuk, Montague Health Director</i></p>	<p><b>GUESTS:</b>  <i>Gail Bienvenue, MDPH OPEM</i>  <i>Marie Iken, Conway BOH</i>  <i>Nina Martin-Anzuoni, Colrain BOH</i></p>
<p><b>ABSENT:</b>  <i>Valerie Bird, Greenfield Health Director</i>  <i>Duncan Colter, Ashfield BOH</i>  <i>Mike Friedlander, Colrain BOH</i>  <i>Deb Coutinho, Shelburne</i></p>	<p><b>FRCOG STAFF:</b>  <i>Tracy Rogers; Mark Maloni; Dan Niestche; Lisa White; Liz Jacobson-Carroll</i></p>

Agenda Items	
1. Welcoming remarks/agenda/introductions	Called to order by Pease at 4:34 p.m.
2. Review/approval of 2020 minutes	Pease moved to accept the June 9, 2020 minutes, with a clerical amendment; Hillman seconded the motion, and the motion passed unanimously with one abstention (Gibson).
3. Old business a. Discussion with Community Tracing Collaborative staff next week. b. WRHSAC trailer request.	a. Attendees agreed to allot 45 minutes on next week's agenda to the update from a CTC staff member. Maloni noted that attendance might rise significantly, as MAPHCO members may be interested in this agenda item, and have a significant number of questions. b. There was discussion on the content and the timing of the request. Maloni encouraged the committee to consider purchasing portable

	<p>tents w/ HVAC in lieu of a trailer, as the latter requires storage, insurance, and significant commitment from the particular town taking responsibility for custody.</p> <p>Shores Ness stressed that the request should be placed now, rather than at the close of the calendar year, so that the trailer/tents can be used for fall influenza/COVID-19 vaccination clinics. To that end, Maloni will ask Raine Brown to put this on the agenda of WHRSAC's July meeting (and will ask Xander Sylvain to contact Pease to collect her thoughts on products and vendors.) Shores Ness later indicated that the request should include \$10,000 for just-in-time training of volunteers.</p> <p>Maloni reported on a conversation with the Franklin County Community Health Center, which was prohibited by DPH from seeing patients offsite of their facilities.</p>
<p>4. New business.</p> <p>a) Budget Period 2 (FY 21) Budget and hiring update.</p> <p>b) Budget Period 2 deliverables.</p> <p>c) Situation report from each EDS.</p> <p>i. General updates.</p> <p>ii. Inventory: needs and funding.</p> <ul style="list-style-type: none"> <li>• <i>Flu clinic preparations.</i></li> <li>• <i>Possible future COVID-19 vaccination clinics.</i></li> </ul> <p>d) This week's risk communication messaging.</p>	<p>a. Rogers reviewed a draft of the MAPHCO Budget Period 2, noting that a reduction in the salary line (due to a temporary vacancy) has enabled her to move \$7000 to the PPE supply line, bringing that to a total of \$11,000. The budget is level-funded, she said, and provides for just one staff member to attend the PHEP conference in the spring of '21. Members agreed to a census-based allocation of the \$11,000, and that each EDS would submit its own request to FRCOG staff for coordinated purchasing. Maloni encouraged members to consider the impact of potential allocations to current non-participant EDSs (Pioneer, Montague, Greenfield) prior to discussion at the next meeting. Rogers referred to means by which MAPHCO can meet federal use/reporting requirements on these purchases. <b>Pease motioned to approve the MAPHCO budget Period 2 FY 21, amended to include group purchasing of supplies by FRCOG staff; Gibson seconded the motion, and the motion passed unanimously.</b> (Gibson offered to gift some of the 30 non-contact thermometers recently purchased by MAPHCO for Williamsburg to other towns.)</p> <p>Rogers reported on plans to hire an emergency planner whose responsibilities will span EPP programs, rather than one whose sole focus would be MAPHCO. While one EPP staff member will be the primary contact and coordinator of MAPHCO meetings, all members of the team will lend their particular expertise, as appropriate, to the coalition going forward. She aims to have someone on-board in time to participate in planning the fall clinics.</p> <p>b. Maloni reviewed each item on the list of Budget Period 2 deliverables. He indicated that no new requirements were added by the MA Office of Preparedness and Emergency Management, but he articulated specific future actions of staff, MAPHCO members, and MAPHCO Steering Committee members. Participation by each group will be appropriate, applicable and meaningful, he added. He</p>

	<p>reminded the Steering Committee that each EDS planning group will have to choose, by September, between hosting a coalition-wide tabletop exercise or enabling each EDS to hold its own drill in the coming year. Further, he asked SC members to determine later this summer whether they want to meet the requirement to improve the EDS Plan with either two improvements made by each individual EDS, or with two blanket improvements made to the whole plan by FRCOG staff.</p> <p>Pease motioned to approve the MAPHCO Budget Period 2 Deliverables as presented, Hillman seconded the motion, and the motion passed unanimously.</p> <p>Reference was made to additional deliverables under consideration; staff may suggest additions to the document at the June 23 meeting – prior to submitting it to DPH on June 26.</p> <p>c. The <b>Mohawk</b> EDS is planning a drive-through clinic, and learning from those who are planning the Buckland Town Meeting in the school parking lot. The <b>Hawlemont</b> EDS is planning one major and several minor flu clinics in order to practice for a COVID-19 clinic. Venues under consideration include the Berkshire East parking lot, the Heath fairgrounds, the Hawlemont School parking lot, and the inside of the Heath School. The <b>Williamsburg/Goshen</b> EDS moving from weekly to bi-weekly meetings with department heads. The <b>Shutesbury/Leverett</b> EDS is planning a drive-through clinic, has purchased tents, and is learning from the planning and execution of both towns’ annual meetings. The <b>Frontier</b> EDS is narrowing-in on a location for a large clinic, while also planning for a few smaller ones in recognition of the fact that the vaccines may be available only in limited batches.</p> <p>White stated her understanding that the DPH will ask local Boards of Health (as well as primary care physicians and pharmacies) to plan for and host COVID-19 vaccination clinics.</p> <p>d. Maloni will send information regarding the state’s initiative on providing free COVID-19 testing to participants of recent large public protests against police brutality toward Black people.</p>
<p>5. Business not reasonably anticipated 48 hours prior to the meeting</p>	<p>Members decided to meet bi-weekly following the June 23 meeting, in part to encourage non-participating towns’ involvement. Maloni will encourage Waskiuk/Montague (no longer present) and Bird/Greenfield to attend and clarify their intentions in order for the SC to allocate funds appropriately.</p>
<p>6. Wrap up and adjourn</p>	<p>Gibson moved to adjourn the meeting, Pease seconded the motion, and the meeting adjourned at 6:05 PM.</p>