



Meeting Minutes: Mohawk Area Public Health Coalition Steering Committee			
<b>Date</b>	May 17, 2021	<b>Location</b>	CONFERENCE CALL
		<b>Call-In Number</b>	(929) 436-2866
		<b>Meeting ID</b>	875 8539 6347
		<b>Passcode</b>	820692
<b>Time</b>	4:30-6:00 PM	<b>Video</b>	<a href="https://us02web.zoom.us/j/87585396347?pwd=TzlqaEQvYkpyckNiOVcyeVVpdD_F6dz09">https://us02web.zoom.us/j/87585396347?pwd=TzlqaEQvYkpyckNiOVcyeVVpdD_F6dz09</a>
		<b>Facilitator:</b>	Carolyn Shores Ness & Norene Pease, Co-Chairs
		<b>Cancellation Notice</b>	413-465-3167 x155

<p><b>ATTENDEES:</b>            Duncan Colter, Ashfield BOH            Donna Gibson, Williamsburg BOH            John Hillman, Leverett BOH            Nina Martin-Anzuoni, Colrain BOH            Carolyn Shores Ness, Deerfield BOH            Norene Pease, Shutesbury BOH            Dan Wasiuk, Montague Health Director</p>	<p><b>GUESTS:</b>            Gail Bienvenue, MA DPH OPEM            Randy Crochier, Gill BOH</p>
<p><b>ABSENT:</b>            Jennifer Hoffman, Greenfield Health Dir.            Betsy Kovacs, Heath BOH            Jody Stetson, Shelburne BOH            Ron Kelter, Shelburne BOH</p>	<p><b>FRCOG STAFF:</b>            Tracy Rogers; Randy Crochier; Mark Maloni; Lauri Solomon; Liz Jacobson-Carroll</p>

Agenda Items	
1. Welcoming remarks/ introductions/agenda	Called to order by Shores Ness at 4:32 PM
2. Review/approval of past meeting minutes	Pease moved to accept the April 12, 2021 minutes, Hillman seconded the motion, and the motion passed by roll call, unanimously, with abstentions from Crochier and Gibson.

<p>3. Old business</p> <p>a) Clinic planning and management updates</p>	<p>a) Rogers said that the final FRCOG/GCC COVID-19 vaccination clinic (Moderna 2<sup>nd</sup> dose) will be held on Tuesday 5/12. There may yet be another clinic at the Charlemont Fairgrounds (single dose Johnson &amp; Johnson), but plans have not been finalized. BOHs and CPHS are administering vaccines to homebound residents, as well as preparing to administer booster shots, if appropriate, and influenza vaccines in the fall. FRCOG's Emergency Planning Program is stepping back from emergency response mode, back to planning mode.</p>
<p>4. New business</p> <p>a) Discuss COVID-19 AAR/IP conference process planning</p> <p>b) Drive-through annex update</p> <p>c) BP3 draft Workplan</p> <p>d) Deliverables update</p> <p>e) DPH budget – FY21 modification and FY22 discussion</p> <p>f) Schedule MAPHCO meetings for next few months</p>	<p>a) Solomon reported on her plans to develop questions, then interview each EDS team for lessons learned during COVID-19 response. She will highlight themes and outliers, then present these to MAPHCO and each EDS. Toward meeting DPH's Community-Level Deliverable 3 to host an AAR Conference by December 1, 2021, she will aim for a draft report by late summer. Shores Ness asked Solomon to also interview MRC volunteers, FRCOG staff members, fire/police chiefs and EMDs and others involved in running the clinics, and to produce the report in time for it to be used for planning related to the start of school and fall vaccination clinics. Martin-Anzuoni suggested that Carmela Lanza-Weil might be able to gather MRC volunteer data via on-line responses to select questions. Maloni explained that a full After Action Report on 15 months of various response activities cannot be completed by September, and that simply de-briefing EDSs regarding vaccination clinics would be inadequate. Pease and Maloni suggested a short term focus on <i>PHEP Capability #8: Medical Countermeasure Dispensing and Administration</i>, and <i>Capability #9: Medical Material Management and Distribution</i>. Shores Ness requested a schedule noting what parts of the AAR will be available by each MAPHCO meeting between now and December, and a progress report at each meeting. Maloni noted the need for further discussion and planning regarding broader concerns such as emergency response vs. emergency planning, the relationship between MAPHCO and REPC; regional volunteer management, and coordinated messaging. Martin-Anzuoni stressed that while there is room for improvement, it should be noted that the vaccination clinics went extremely well, especially given the frequent last-minute changes made by the state, and that all involved should be pleased with and proud of the county-wide success.</p> <p>b) Solomon reported that she is close to finishing the Drive-Through Annex Update, and will soon send a draft for members' review. The Deerfield EDS has written its own, she said.</p> <p>c) Solomon reported that she is aiming to have a draft of the BP3 Workplan (Community Level Deliverable 3) available by September 3 — earlier than other coalitions.</p> <p>d) Solomon summarized plans to meet BPH deliverables deadlines as outlined in the cooperative agreement included in the meeting packet.</p>

	<p>e) Rogers summarized and requested approval to move \$2k from operating expenses to salary in BP2. <i>Pease moved to accept the changes as described, Martin-Anzuoni seconded the motion, and the motion passed unanimously by roll call, with abstentions by Crochier and Colter.</i></p> <p>Rogers reviewed the BP3 budget, noting an additional \$5k in salary, staff changes, the return of travel and meeting expenses, and a reduction of \$4k with Goshen’s transfer out of MAPHCO and a corresponding elimination of mini-grants.</p> <p>Shores Ness and Martin-Anzuoni asked if insurance reimbursement for salary or injections could be converted into mini grants to purchase portable computers for EDS use at future clinics. Rogers explained that FRCOG has 12 Chromebooks and (pending approval) HMCC is buying 24 more get mobile EOC kits: Pelican boxes with printers and laptops. There was discussion regarding need for training.</p> <p>Martin Anzuoni moved to accept the BP3 budget as presented, Pease seconded the motion, and the motion was approved unanimously by roll call (with an abstention by Crochier, and Colter having left the meeting.)</p> <p>f) The following dates were chosen for MAPHCO meetings, all to take place Mondays 4:30 – 6:00:</p> <ul style="list-style-type: none"> <li>• June 14</li> <li>• July 19</li> <li>• August 16</li> <li>• September 20</li> <li>• October 18</li> <li>• November 15</li> <li>• December 13</li> </ul>
5. Business not reasonably anticipated 48 hours prior to the meeting	None.
6. Wrap up and adjourn	Gibson moved to adjourn the meeting, Martin-Anzuoni seconded the motion, and the motion was approved unanimously by roll call (with an abstention by Crochier, and Colter having left the meeting.)
<b>Documents Distributed / Presentations Viewed:</b>	<ul style="list-style-type: none"> <li>• Agenda</li> <li>• DRAFT Minutes of April 12, 2021 Meeting</li> <li>• BP3 PHEP 2021-22 Workplan Draft</li> <li>• BP2 PHEP Q4 2020-21 Workplan (Deliverables Update)</li> <li>• DPH-PHEP MAPHCO BP3 Budget Proposal</li> <li>• DPH-PHEP MAPHCO BP2 Budget Modification</li> </ul>

