



Meeting Minutes: Mohawk Area Public Health Coalition Steering Committee			
<b>Date</b>	February 14, '22	<b>Location</b>	Zoom Call
<b>Time</b>	4:30-6:00 PM	<b>Meeting ID</b>	875 8539 6347
		<b>Passcode</b>	820692
		<b>Facilitators</b>	Carolyn Shores Ness & Norene Pease, Co-Chairs

<p><b>ATTENDEES:</b>            Ashfield BOH: Duncan Colter            Charlemont BOH: Mae Tanner            Deerfield BOH: Carolyn Shores Ness            Erving Fire Dept.: Phillip Wonkka            Leverett BOH: John Hillman            Shutesbury BOH: Norene Pease            Williamsburg BOH: Donna Gibson</p> <p><b>ABSENT:</b>            Greenfield Health Dept.: Jennifer Hoffman            Heath BOH: Gene Garland            Montague BOH: Melanie Zamojski</p>	<p><b>GUESTS:</b>            Gail Bienvenue, MA DPH OPEM</p> <p><b>STAFF:</b>            Tracy Rogers; Randy Crochier; Nick Licata; Lisa White; Liz Jacobson-Carroll</p>
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Agenda Items	
1. Welcoming remarks/ introductions/agenda	Called to order by Shores Ness at 4:30 PM. Shores Ness announced that FRCOG staff member Lauri Solomon has moved on to another job, and that Rogers will be working with MAPHCO in the immediate future.
2. Review/approval of past meeting minutes	<i>Pease moved to accept the December 13, 2021 minutes, Gibson seconded the motion, and the motion passed unanimously.</i>
3. Old business a. FRCOG COVID information web page b. MAPHCO steering committee HHAN results c. Draft AAR/IP	<p>a. Rogers announced that COVID information on the FRCOG website is now gathered on one page: <a href="http://frcog.org/covid">frcog.org/covid</a>. Pease asked her to include a live link in every agenda.</p> <p>b. Rogers reported that the state Department of Public Health's Health and Homeland Alert Network (HHAN) list is very outdated, despite the PHEP planner sending in an updated contact list every quarter. Bienvenue and Rogers will collaborate to get it updated.</p> <p>c. Referencing her Friday evening distribution of the draft after-action report/improvement plan (AAR/IP), Rogers thanked Gibson for her prompt comments, and welcomed others to submit theirs to her in the coming weeks. Pease suggested that the AAR emphasize the challenges faced by small towns, such as a lack of reliable internet. Gibson noted that her written comments pertain to the difficulty of meeting COVID vaccine temperature and distribution/expiration requirements, and the</p>

	<p>need for further involvement and training of public information officers. Rogers indicated that the FRCOG is conducting its own AAR, with the help of a consulting firm, and is considering whether or not the Emergency Preparedness Program should have an emergency response role.</p>
<p>4. New business</p> <ul style="list-style-type: none"> <li>a. Staffing changes</li> <li>b. Schedule concurrence meeting</li> <li>c. Trainings: MAVEN, HHAN, WebEOC</li> <li>d. Color training video</li> <li>e. PPE catalog</li> <li>f. Tablet show and tell</li> </ul>	<p>a. Conclusions of the AAR will influence Rogers' hiring, she said. (They will also inform plans for the MAPHCO/REPC merge, Shores Ness added.)</p> <p>b. DPH will review its proposed deliverables for Budget Period 4 during a local board of health call on February 17. Subsequently, Rogers will send MAPHCO members a summary of that call. A concurrence meeting was scheduled for Monday, March 7<sup>th</sup> at 4:30 p.m.; MAPHCO will then send a letter of concurrence to DPH by March 10<sup>th</sup>.</p> <p>c. Bienvenue offered to train individual boards of health or small groups on WebEOC. If boards are interested in HHAN training, Bienvenue will connect them with the HHAN administrator for training. If boards are interested in MAVEN (Massachusetts Virtual Epidemiological Network) training, Bienvenue will connect them with DPH staff who can provide that. Rogers agreed to make those offers known to local boards via email.</p> <p>d. Rogers and White referenced an excellent video and a tip sheet developed by former staff member Barbara Wroblewski on how to use the Color vaccine tracking system, touted just-in-time training for most roles, and directed attendees to role-specific training sessions available on the Color website: <a href="https://home.color.com/sign-in">https://home.color.com/sign-in</a>.</p> <p>e. Licata described his responsibility for purchasing and maintaining caches of equipment for Health &amp; Medical Coordinating Coalition, then shared the catalog of available items that he recently developed. The catalog details who can request what equipment, and the process for doing so. It highlights deployable assets such as the four new mobile emergency operation center kits (communications equipment, generators, tents, etc.), tablets, Wi-Fi hotspots, portable power stations, FIT testing kits, signs and displays, vaccination carriers/coolers, PAPR filters and PPE, etc. Rogers noted that the HMCC storage trailers at Greenfield Community College will soon be temperature and humidity controlled to prevent environmental damage to supplies and equipment.</p> <p>f. Licata showed and described the new tablets, designed for use in direct sunlight, likely in conjunction with a Wi-Fi hotspot. This prompted significant discussion regarding members' need for training on how to use the IT equipment. Licata will develop training materials, he said, and agreed to visit and evaluate each EDS site in order to make recommendations regarding future deployment of equipment. Rogers suggested that members target their recruitment of BOH and EDS members toward individuals with relevant IT skills.</p>
<p>5. Business not reasonably anticipated 48 hours prior to the meeting</p>	<p>There was brief discussion of the state Department of Elementary and Secondary Education's recent decision to eliminate the school mask mandate as of 2/28/22. Several members indicated that their boards</p>

	would soon consider whether to follow suit; some may keep their own mandate in place locally for a few more weeks.
6. Wrap up and adjourn	<i>Gibson moved to adjourn the meeting at 5:50 p.m. Pease seconded the motion, and the motion was approved unanimously.</i> The next meeting will be held on March 7 at 4:30 p.m. Rogers encouraged all to read the AAR and get back to her with comments before then.
<b>Documents Distributed / Presentations Viewed:</b>	<ul style="list-style-type: none"> <li>• Agenda</li> <li>• Draft meeting minutes 12/13/21</li> <li>• DPH Quarterly HHAN Drill Results</li> <li>• Steering Committee HHAN Results</li> <li>• Fiscal report update</li> </ul>