



Meeting Minutes: Mohawk Area Public Health Coalition Steering Committee			
Date	May 16, 2022	Location	Zoom Call
Time	4:30-5:30 PM	Meeting ID	
		Passcode	
		Facilitators	Carolyn Shores Ness & Norene Pease, Co-Chairs

<p>ATTENDEES: Ashfield BOH: Duncan Colter Deerfield BOH: Carolyn Shores Ness Leverett BOH: John Hillman Erving EMD: Phil Wonkka Charlemont BOH: Mae Tanner Montague Health Department: Daniel Wasiuk Shutesbury BOH: Norene Pease</p> <p>ABSENT: Greenfield Health Dept.: Jennifer Hoffman Heath BOH: Gene Garland Williamsburg BOH: Donna Gibson</p>	<p>STAFF: Mark Maloni, Communications Manager Linda Dunlavy, Executive Director Phoebe Walker, Director of Community Services Randy Crochier, CPHS Program Manager Lisa Danek-Burke, Regional Health Agent Kurt Schellenberg, Regional Health Agent Lisa White, CPHS Public Health Nurse</p> <p>Gail Bienvenue, MA DPH</p> <p>GUESTS: Bill Etter, Ardent Decisions Group Scott Furr, Ardent Decisions Group Priya Ahrury, Ardent Decisions Group</p>
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Agenda Items	
1. Welcoming remarks/ introductions/agenda	Called to order by Shores Ness at 4:34 PM.
2. Review/approval of past meeting minutes	Tanner moved to accept the April minutes as written; second by Pease, no further discussion; passed unanimously.
3. Strategic Planning. a) BP3 (FY22) closeout/next steps update. b) BP4 (FY23) deliverables/program planning updates. c) Aar/IP strategic plan.	a. Maloni presented updates regarding BP3 Q4 administration and closeout. <ul style="list-style-type: none"> ■ Budget modification and workplan changes approved, meaning: <ul style="list-style-type: none"> a. Ardent and AAR effort approved – more in next discussion item b. Licata will commence purchasing of: <ul style="list-style-type: none"> i. Vaccine refrigerator ii. 6 tablets and cases iii. Empty sandbags

iv. Sign inserts for sandwich boards

v. Stanchions

- Nick Licata is working hard to conduct Wi-Fi analysis at identified sites – people haven't been hugely responsive; Mark advised Licata to go directly to school principals, etc., and to cc relevant MAHCO or EDS team members so they could vouch for him if/as needed.
- Hiring update: Immediate hiring goal for this spring/summer is for EPP Program Manager – will not hire a new PHEP planner right away; Maloni will stay as point person for the time being. Pease requested that a member of the MAPHCO Steering Committee be included in the hiring committee.
- The major effort for MAPHCO for the remainder of the spring summer will be the EDS Improvement Planning work with Ardent.

b. BP4:

- Budget: Level funded from BP3

a. Will build budget in similar manner as past years in terms of line items – as new staff come in, budget can be modified in the fall under a permanent program Manager

- Regional Equity Project:

- This includes a small pot of money for Region 1 overall (all four W MA PHEP Coalitions) (\$15K); the money can go towards planning efforts this year to inform further health equity work on BP5 – HOWEVER, no guarantee of further funding in BP5, so any projects that roll into the next year should be able to be absorbed with regular operating budgets

- The four sub regions DO need to agree on a collective plan on how money will be allocated and spent

- This will be discussed at the WAG, Mark will attend spring/summer WAG meetings and report back for further feedback and project design

- Grant Deliverables:

- Administrative Deliverables:

- Contact lists, training documentation, concurrence, etc.

- Programmatic Deliverables:

- EDS Improvement planning for 1B – more to come momentarily

- Health equity project (region 1 overall)

c. AAR/IP Strategic Plan.

- Linda Dunlavy spoke to AAR/IP needs for MAPHCO as well as FRCOG, and how the two are each informed/impacted by the other. Plan will be to move forward with information gathering form towns on both FRCOPH role in emergencies moving forward, as well

	<p>as analysis of capacity of region to plan for and administer 9 sub - regional Emergency dispensing Sites.</p> <ul style="list-style-type: none"> • Meetings will be offered to each town in small groups, with each small group able to choose form an afternoon or evening meeting. Groups composition will not be by EDS planning group. • As FRCOG issues invitations, staff will alert MAPHCO Steering Committee so they can help nudge colleagues in their networks.
4. Business not reasonably anticipated 48 hours before the meeting	a. None.
5. Wrap up and adjourn	Wonkka moved to adjourn the meeting at 5:25 p.m.; Pease seconded; no further discussion, passed unanimously.
Documents Distributed / Presentations Viewed:	<ul style="list-style-type: none"> • Agenda • Draft minutes of April 2022 Meeting • Ardent Decisions Group slide deck