



Meeting Minutes: Mohawk Area Public Health Coalition Steering Committee					
Date	May 15, 2023	Location	Zoom Call	Facilitators	Carolyn Shores Ness & Norene Pease, Co-Chairs
Time	4:30-6:00 PM				

<p>ATTENDEES: Ashfield BOH: Duncan Colter Deerfield BOH: Carolyn Shores Ness Leverett BOH: John Hillman Shutesbury BOH: Norene Pease Williamsburg BOH: Donna Gibson Montague BOH: Michael Nelson</p>	<p>GUESTS: Gail Bienvenue, MA DPH OPEM, Region 1 Donna Quinn, MA DPH OPEM</p>
	<p>STAFF: Dan Nietzsche; Xander Sylvain; Linda Dunlavy; Randy Crochier</p>

Agenda Items	
1. Welcoming remarks/ introductions/agenda	Called to order by Carolyn Shores Ness at 4:30 PM
2. PHEP Funded Equipment Request Submission	<p>Dan Nietzsche started the conversation by saying the requests presented at this meeting are roughly the same. He thanked DPH for assisting to make sure the requests meet the requirements. When questioned about the deletion of the resuscitators/ambubag from the spreadsheet, Dan explained that the resuscitators/ambubag were taken off the list by Gail Bienvenue as she determined they were not eligible. It was then asked for Dan to read the items and the community requesting them for those not able to see the document on the Zoom screen. Duncan asked if the Charlemont entries were from the Halwemont EDS. The answer was yes.</p> <p>Gail noted that based on operational needs, all of these assets become regional.</p> <p>A discuss was had about what the resuscitators/ambubag actually are and the need for them at locations where ambulances are not present. Gail suggested that this item be tabled for tonight and make a conditional vote regarding that item be made in case they could be deemed eligible.</p> <p>Michael asked if the Town of Montague could add in sign holders, which would be the same as those requested by Greenfield. He also asked that the town be</p>

	<p>allowed to make a list of additional items since they were not able to submit their request due to not having a Health Director. This request was approved by the group and DPH.</p> <p>Donna Gibson made a motion to approve the submitted requests as presented with an amendment to add the purchase of resuscitators/ambubags and the sign holders for Montague. Norene Pease seconded the motion. All voted in the affirmative except for Michael Nelson abstaining.</p>
<p>3. BP5 Deliverables</p>	<p>A lengthy discussion was had about the work plan for the next fiscal year. DPH recommended that MAPHCO pick three focus areas for the BP5 workplan.</p> <p>Focus Areas that were discussed: PHEP 101 with stakeholder engagement and collation building. This focus area would include, but not limited to training on the core capabilities, HHAN, and WebEOC. Ensure viable emergency dispensing sites for the northern part of the MAPHCO area. Strengthen the shelter capabilities by improving the plans and engaging emergency management agencies and stakeholders Work that involved additional planning around mass care.</p> <p>Donna Gibson made a motion to accept the three focus areas described as the following:</p> <ul style="list-style-type: none"> • PHEP 101 with stakeholder engagement and collation building. This focus area would include, but not limited to training on the core capabilities, HHAN, and WebEOC. • Ensure viable emergency dispensing sites for the northern part of the MAPHCO area. • Strengthen the shelter capabilities by improving the plans and engaging emergency management agencies and stakeholders <p>John Hillman seconded the motion. All voted in the affirmative except for Michael Nelson abstaining.</p>
<p>4. Business not reasonably anticipated 48 hours prior to the meeting</p>	<p>A discussion was had about the AAR Recommendations. The group discussed the need to have additional discussions on this topic to ensure everyone understands their implications, especially the new board of health members. That it would be good to hear from the other PHEP Coalitions at the annual meeting in order to gather more information. It was noted that Steering Committee members need to look at the gaps in their plan again. It was then decided that the AAR Recommendations would not be part of the Annual Meeting agenda as the focus areas for the next budget period would, in essence, include the recommendations.</p> <p>The group asked that additional points of entry to the Zoom program be made available for next meeting.</p>
<p>5. Wrap up and adjourn</p>	<p>Moved to adjourn by Donna Gibson, 2nd by John Hillman. Passed unanimously. Adjourned 5:40 p.m.</p>

	The next MAPHCO Steering Committee meeting will be via Zoom on May 24, 2023, at 4:30 p.m.
Documents Distributed / Presentations Viewed:	Agenda MAPHCO Equipment Supply Grant Request - 5-11-23 BP5 Timeline for Submissions BP5 MRC Deliverables_Final BP5 Deliverables for Local Public Health 2023-2024 FINAL