



Meeting Minutes: Mohawk Area Public Health Coalition Steering Committee					
Date	May 24, 2023	Location	Zoom Call	Facilitators	Carolyn Shores Ness
Time	4:30-6:00 PM				

ATTENDEES: Ashfield BOH: Duncan Colter Deerfield BOH: Carolyn Shores Ness Leverett BOH: John Hillman Williamsburg BOH: Donna Gibson Montague BOH: Michael Nelson Heath BOH: Gene Garland	GUESTS: Gail Bienvenue, MA DPH OPEM, Region 1 Donna Quinn, MA DPH OPEM
	STAFF: Dan Nietzsche; Xander Sylvain; Linda Dunlavy; Nick Licata, Claire McGinnis

Agenda Items	
1. Welcoming remarks/ introductions/agenda	Called to order by Carolyn Shores Ness at 4:33 PM
2. Review draft meeting minutes from May 8, 2023, and May 15, 2023	It was decided that a vote on the minutes from May 8 and May 15 was deferred until the next meeting after the annual meeting.
3. PHEP Funded Equipment Request Submission	Dan reviewed the updated submission list including those additional items made by Montague. Carolyn Shores-Ness made a motion to have FRCOG purchase the equipment on the list, including those additional items from Montague. Donna Gibson seconded the motion. The motion passed by unanimous vote.
4. BP5 Deliverables – Draft Work Plan	Dan presented and reviewed the Draft BP5 Work Plan to the group. Donna Gibson made a motion to approve the work plan as presented. John Hillman seconded the motion. The motion passed with four yeses and one person abstaining.
5. Business not reasonably anticipated 48 hours prior to the meeting	A short discussion was had about the annual meeting. Dan gave an update on presenters.
6. Wrap up and adjourn	Moved to adjourn by Donna Gibson, 2 nd by John Hillman. Passed unanimously. Adjourned 5:17 p.m.

Documents Distributed /
Presentations Viewed:

Agenda | Page 1
Draft Minutes – 5-8-23 | Pages 2 - 4
Draft minutes – 5-15-23 | Pages 5 - 7
MAPHCO Equipment Supply Grant Request | Page 8 - 11
Draft BP5 Workplan | Pages 12 - 13
Draft Annual Meeting Agenda | Page 14