**Region 4AB Public Health Emergency Preparedness**

*Acton*

*Arlington*

*Ashland*

*Bedford*

*Belmont*

*Boxborough*

*Braintree*

*Brookline*

*Burlington*

*Cambridge*

*Canton*

*Carlisle*

*Chelsea*

*Cohasset*

*Concord*

*Dedham*

*Dover*

*Everett*

*Framingham*

*Hanover*

*Hingham*

*Holliston*

*Hopkinton*

*Hudson*

*Hull*

*Lexington*

*Lincoln*

*Littleton*

*Marlborough*

*Maynard*

*Medfield*

*Millis*

*Milton*

*Natick*

*Needham*

*Newton*

*Norfolk*

*Norwell*

*Norwood*

*Quincy*

*Revere*

*Scituate*

*Sharon*

*Sherborn*

*Somerville*

*Southborough*

*Stow*

*Sudbury*

*Walpole*

*Waltham*

*Watertown*

*Wayland*

*Wellesley*

*Weston*

*Westwood*

*Weymouth*

*Winchester*

*Winthrop*

*Woburn*

*Wrentham*

**General Coalition Meeting Minutes**

**September 24, 2020**

**10:00 am to 12:00 pm**

**Webex Video Conference**

**Attendees:**  Evan Carloni (Acton), Natasha Waden (Arlington), Mark Oram (Ashland), Heidi Porter (Bedford), Wesley Chin (Belmont), Diana Ekman (Belmont), Susan Lumenello (Burlington), Christine Paulik (Burlington), Nancy Rihan-Porter (Cambridge), Linda Fantasia (Carlisle), Susan Rask (Concord), Jessica Tracy (Dedham), Kitty Mahoney (Framingham), Kasey Mauro (Hopkinton), Casey Mellin (Lexington), Brain Young (Lincoln), Nicholas Corcoran (Marlborough), John McVeigh (Millis), Caroline Kinsella (Milton), Timothy McDonald (Needham), Teresa Kett (Newton), Sigalle Reiss (Norwood), Stacey Lane (Norwood), Linda Callan (Sharon), Doug Kress (Somerville), Emily Amico (Southborough), Merrily Evdokimoff (Stow), Rike Sterrett (Walpole), Melissa Ranieri (Wapole), Wil van Dinter (Watertown) Larry Ramdin (Watertown), , Cheryl Lefman (Wellesley), Meredeth Daly (Winthrop), Jeanne Maggio (Winthrop), Karen Decampo (Woburn), Roberta Ho (4a MRC Coord.), Karen Contador (NC-8), Mia Nardini (MetroEast MRC Coord.), Liz Foley (DPH), Jendy Dunlop (MRPC), Garrett Simonsen (Regional Planner), Nina Shields (MetroEast Co-op), Lindsay Sharp, and Katie Capobianco, PHEP Assistant

Doug Kress opened the meeting at 10:01 am.

**Approval of August 20, 2020 GC Meeting Minutes**

A roll call was taken to approve the August 20, 2020 GC meeting minutes – motion approved.

**Planner Updates**

Online Registration for Fall Flu Clinics – Garrett advised that the online registration for the fall flu clinics will not be available. Garrett said he can support communities with their EDS plans for Drive Thru Flu Clinics. He is available to go out and mark up a site and to provide evaluation of Drive Thru Flu Clinic plans. Please email Garrett for available dates.

Garrett said the CDC should be providing additional guidance for state jurisdictions on COVID-19 distribution of vaccine. Teresa advised that the Risk Communication Subcommittee is working on identifying the number of risk communication issues with COVID-19. There will be a ZOOM meeting for this subcommittee on Monday, September 28, 2020 at 10:00 am. Anyone interested is welcome to attend.

Garret advised that he is checking on any items that may be relaxed in the regional work plan due to COVID-19.

**BP2 Deliverables: Work Plan & Budget**

Liz advised they are still waiting on the first budget approval modification from DPH. Also, as a reminder the CLR due date is 09/30/2020. Please submit to Katie at phepassistant@gmail.com.

Liz said she will follow up with Wil regarding billing for Mass Health vaccine people.

Kitty asked about the request for additional hours for Roberta Ho. Liz advised that it will be discussed t the next GC meeting on 11/12/2020 prior to the budget modification. Kitty also asked about food at trainings. Liz said it is a CDC stipulation that PHEP funding cannot be used for food.

**Regional Purchases**

Jendy advised that Grainger generated a final quote on the Regional Purchase supplies and the POs have been sent to them. It should be a quick turnaround for items to be delivered. Jendy will send out a general timeline for delivery soon. Liz said as a reminder, if a community ordered items off the list with an asterisk, please send your updated EDS plans to Garrett ASAP.

**Finance Committee**

Doug advised that the Finance Committee (FC) did not meet since there is no budget modification at this time.

**EC Election**

Doug advised that the EC should have seven members. Emily Amico, Southborough PHN, has been a Nurse for over 20 years and is interested in running. Nancy Rihan-Porter, Manger for Emergency Preparedness, Cambridge, for the past two years, advised that she is also interested in running Casey Mellin, Co-Director with BOH PHN in Lexington, has been on the EC in Region 2, and would like more information on the general responsibilities of the Region 1 EC. Casey would like to be more involved in light of the upcoming Mass COVID-19 vaccination. Tim McDonald, Director of Health and Human Services, Needham, has also expressed interest in running.

Doug, seconded by Mark, nominated all four to run for a term on the EC.

**Subcommittees**

Training/Safety (Mia/Wil) - Mia advised that she is currently working on a PPE document regarding recommendations to provide standardization for volunteers at Flu/COVID clinics. Natasha commented that others should be working on this committee too and should include all MRCs in future meetings. Kitty said she is interested in joining this subcommittee.

Risk Communication (Teresa) – Teresa’s audio was not working.

PHEP Support for MRCs (Susan) – Susan said she would like to put together a process for next year to fund MRCs with PHEP money before the budget is put together and establish a timeline. Susan said she is working with Liz to put together a plan. Anyone interested in helping out please email Susan at slumenello@burlington.org.

**HMCC Updates**

Jendy advised that the state approved PHEP funds for a virtual MHOA Conference to be held in mid-October. A call out for attendees needs to be in by 09/30/2020. If anyone has any questions please reach out to Jendy.

Jendy said the notice of awards for cell phone coverage went out and only 50% of communities have responded. Please send in ASAP.

Jendy advised that funding to 4AB communities for flu clinic supplies will be based on previous state orders of flu vaccine. A notice of award for funding will be sent out but the state needs community work plans and budgets beforehand. The funds can be used for everything except the purchase of flu vaccine and the deadline to use the funds is 12/31/2020.

Jendy said they had 91 applicants for the Regional Planner position and the interview team will be interviewing 12 qualified applicants. A candidate has accepted the OPS position and will start between 10/09/2020 and 10/13/2020.

Jendy said there will be a COVID-19 debrief held by a vendor. The debrief will be held virtually and will be educational. If you have any best practices regarding COVID-19 please submit them to Liz or Jendy.

**DPH Updates**

Liz asked that people fill out the COVID Community Impact Survey that was sent out.

Liz said that OPEM is hiring additional staff members on the resource side and also a Preparation and Response Manager. Jeff Doyle will be joining OPEM as a Duty Officer.

Liz advised that the September Preparedness month website can be reached at <https://www.mass.gov/stay-aware-be-prepared>. There is a short video on the site that can be used by communities.

Liz said that the DPH Logistics/Planning team is working to prepare a COVID-19 vaccine roll out plan.

**New Business**

Doug will put together an email for the upcoming EC election and to solicit input from the GC on dates for 4AB calls that will be held every two weeks.

Mia reminded everyone that the link for upcoming trainings for Preparedness month is https://region4ab.org/prepardenessmonth2020/

Doug commented that if anyone else in interested in running for the EC please reach out. Next GC meeting is November 12, 2020.

Meeting adjourned at 11:10 am.