**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*

**Executive Committee Meeting Minutes**

August 12, 2021

10:30 Am to 12:00 PM

WebEx Video Conference Meeting

Emily Amico (Sudbury), Tim MacDonald (Needham), Casey Mellin (Lexington), Melissa Ranieri (Walpole), Nancy Rihan-Porter (Cambridge), Wil Van Dinter (Watertown), Katie Capobianco (EP Assistant), Garrett Simonsen (Regional Planner), Steven Mauzy (Regional Planner), and Lauren Ward (DPH)

**Wil opened the meeting at 1:03 PM.**

**Approval of July 29, 2021, EC Meeting Minutes**

Tim made a motion, seconded by Tim to approve the July 29, 2021 meeting minutes, as amended – motion approved.

**Finance Committee CLRs**

The Finance Committee, via memo from Doug Kress, provided the following recommendations for CLRs:

The 4AB Finance Committee received 4 requests for community projects requesting 4AB Community Project funding.  The total amount requested was $29,056.08. At this time the Finance Committee is recommending the allocation of $20,318.84.

|  |  |  |  |
| --- | --- | --- | --- |
| **Community** | **Purpose** | **Amount requested** | **Amount Approved** |
| Brookline | Staffing to assist with deliverable | $ 6,612.00 | $ 6,612.00 |
| Dedham | CPR Manikins and supplies, Printer, STB kits | $ 15,744.08 | $ 6,697.84 |
| Norfolk | Blackboard subscription | $ 3,250.00 | $ 3,250.00 |
| Wrentham | Nixle 360 notification subscription | $ 3,750.00 | $ 3,750.00 |
|  |  | $ 29,056.08 | $20,318.84 |

Lauren advised that there is $23,740 in the CLR line item for FY 2022.

**HMCC Updates**

Garrett spoke with Christian and he is anticipating an early September start date for the new Project Manager. The Assistant Coordinator position will be filled once the Project Manager is in place so she can be involved in the hiring process.

**DPH Updates**

Regarding COVID -19, Lauren advised that the case rate is creeping up and currently is at 2.88%. Hospitalizations rates are going up.

DPH is currently monitoring for EEE virus. Preparedness month is coming up in September and materials will be in the Clearinghouse soon.

Wil commented that there are a lot of breakthrough cases and MIIS shut off data transfer from MAVEN since August 9, 2021 but it should be updated by August 12, 2021. Wil signed up for BINAX testing kits and was sent kits with expired dates. Wil said the state has extended the BINAX testing kits expiration dates by six months so they are ok to use.

**Planner Updates**

Steven advised that the WEBEOC email went out. He requested that the information be submitted by the end of the month.

Garrett advised that he is drafting a survey to send out to communities regarding if they want to participate in the COVID AAR drill or the EDS drills. There is currently an option in the survey to reply that the community is not going to participate in either one and acknowledge that they will not be eligible for CLRs or regional purchases. After some discussion, it was decided to remove the choose not to participate option from the survey.

Garrett advised that he sent around the RFP for the AAR Conference and IPP and DPH approved $100K for this project. The RFP should be going out soon to vendors. It needs to be sent to three or more potential vendors. Garrett advised that it will most likely go out to BME Strategies, John Snow International, Lisa Kauffman, Coll Consulting, and Charlie Ishikawa. The plan is to send it out on Monday with a submit deadline by the end of the month when the new HMCC Manager is in place.

Garett said at a minimum, the eight UASI communities need to participate and it will not be held as a traditional AAR. It will be focused on particular topic issues in shorter sessions. It works well for a virtual AAR if it needs to be held virtually. The templates and guidelines that are developed as a result of the AAR and IPP will be available to all communities to use.

**EC Meeting Locations for FY22**

Katie advised that Burlington will host the September 8th EC Meeting at Burlington BOH.

**New Business**

There was no new business.

Tim made a motion, seconded by Nancy to adjourn. Meeting adjourned at 11:38 am.