General Committee Meeting

*January 19, 2023*

*10:00 am to 12:00 pm*

*Zoom Meeting*

**Attendance**

Acton, Arlington, Ashland, Bedford, Belmont, Brookline, Burlington, Cambridge, Canton, Carlisle, Chelsea, Dedham, Everett, Hopkinton, Lexington, Marlborough, Medfield, Millis, Milton, Needham, Newton, Norfolk, Norwood, Quincy, Sharon, Southborough, Sudbury, Walpole, Waltham, Watertown, Weston, Winchester, Winthrop, Woburn, Wrentham

**Meeting Minutes**

* Tim McDonald (Needham) opened the meeting at 10:04 am.

1. **Approval of November 9 GC Meeting Minutes**

* Mike (Waltham) made a motion, seconded by Shaun (Hopkinton) to accept the November 9th GC meeting minutes – motion approved.

1. **Finance Committee: Community Level Requests (CLRs)**

The following community level requests were reviewed before the entire coalition. Tim noted that each CLR had been reviewed and recommended for approval by both the finance committee and the executive committee.

* + Bedford ($599.99 – cell phones)
  + Cambridge ($1899.00 – latitude, laptop and iPad)
  + Chelsea ($4687.50 – printing and mailer for direct services for special needs registry campaign)
  + Dedham ($3570 – 50-person shelter and EDS care kit)

1. **Budget Modification Status**(Kerry Dunnell, MRPC)

* A budget modification reflecting the changes above based on the community level request will be submitted to MDPH. Funds will be taken from the unspent line item of the MRC staff position and utilized to cover the CLRs.

1. **Mental Health First Aid** (Lizzy Ferrara, BME)
   * A brief presentation was provided on what mental health first aid is, the work that the NC8 MRC is doing to provide training to their community and volunteers, and how it may be applied to public health.
   * Slides will be circulated after the meeting.
2. **HMCC Updates** (Kerry Dunnell, MRPC)
   * *Open Positions:* Planning and Operations Coordinator position is available and a preferred candidate has been identified; interviews of candidate pool are forthcoming.
   * *MRPC Stakeholder Meeting:* Kerry advised that the next Stakeholder meeting will be at the end of March, and she said a survey will be circulated in coming months selecting topics local public health would like to hear about.
3. **DPH Updates** (Liz Foley, Dana O’Hannessian; MDPH OPEM)
   * *HHAN Updates:* Dana O’Hannessian presented on spreadsheet alerting and the emergency notification, messaging, and survey capabilities of Spreadsheet Alerting.
   * *Cooperative Agreement Update:* Liz shared that the notice of funding for PHEP’s next budget period (the last of this cooperative agreement) is expected at the end of the month.
   * *Hospitals:* MDPH still coordinating meetings with acute care hospitals around load balancing and capacity constraints
   * *COVID-19:* Test kits delivered to local municipalities and long-term care facilities from OPEM in December.
   * *Updated EMS Protocols:* MDPH is working with EMS providers to expand availability of high-flow oxygen on ambulances for pediatric and adult patients with suspected RSV or other viral illnesses that may be treated with high flow nasal canula.
   * *MDPH Equity Project:* Technical advisors have been assigned to each region for the equity data project and kick off meetings will be held at the beginning of February. Technical advisors will present regional data to start the conversation of incorporating equity into emergency preparedness. The initial meeting will also solicit feedback on what next steps should be.
4. **NACCHO Conference (April 2023)**

* *NACCHO’s Preparedness Summit:* Applications for funding were due earlier this month; notice will be emailed by the end of the week with funding decisions made available by the region. Decisions were based on the following priorities:
  + Presenters before attendees
  + One per community from all communities that applied before we approve a second or third from a single community
  + First time conference attendees approved before “regulars”
  + Priority given to early applicants (last consideration/tie breaker)
  + *4AB Presenters:* Cambridge (Water, Sanitation, Hygiene (WASH) emergencies in populations experiencing homelessness; Winthrop (along with WPD) community recovery after a hate crime; Joanne (Lexington) and Emily (Sudbury) presenting on reorganizing 4A MRC into three new units.

1. **Planner Updates** (Steven Mauzy, PHEP Planner)
   * *Training and Exercise Contract:* Coll Consulting brought on board; kickoff meeting was last week. We will be working with Eliza to develop an emergency risk communication exercise series. A seminar and workshop will be developed and exercised this year; a tabletop, drill, functional exercise, and full-scale exercise will be developed but exercised next year or in following years. We are targeting March for the seminar and April/May for the workshop. Dates forthcoming.
   * *Regional Health Equity Contract:* Dr. Deion Hawkins (Emerson University/S107 Consulting) is being brought on to conduct a health equity seminar and a regional health equity assessment, develop an equity framework or tool that can be applied to FEMA doctrine (e.g., HSEEP) and PHEP planning, and lastly conduct a seminar on the integration of equity into the EP planning process. We are in the contracting process with him.
2. **Workgroup Updates**
   * *Environmental Health Workgroup:* Scheduling difficulties last quarter delayed the workgroup startin. Shaun (Hopkinton) would like to be added, anyone else interested should email Steven.
   * *Epidemiology Workgroup:* Next meeting is Friday 1/27; John (Millis) would like to be added; anyone else interested should email Steven.
3. **MRC Updates** (MetroEast, Middlefolk, MetroWest, Central Middlesex, NC-8, Burlington, Brookline)
   * *MetroEast:* The unit looking to hire a coordinator. Arlington has inventoried MRC equipment and will be looking to share with others in the region.
   * *Middlefolk, MetroWest, and Central Middlesex:* New coordinators have been hired in the three new units and were introduced. All units are getting organized, getting to know their regions, and digging into revitalizing the MRC in the region.
   * *Burlington:* Offering CEUs for RNs, EMTs, and Social Workers and the unit is happy to share resources on how to get that set up. Recent trainings were offered on autism, compassion fatigue/burnout, mental health first aid, and CPR/First aid. Katie has moved from PHEP Assistant to Shared Services Coordinator
   * *NC-8:* Mental health first aid has been a major focus recently.
   * *Brookline:* After flooding in senior/low-income housing apartment building on New Year’s Eve, 100 residents were without electricity. The MRC was involved with mental health support, meal services, and flashlight distribution for residents, some of which were evacuated. MRC and CERT teams put in almost 100 volunteer hours.
4. **New Business**
   * No new business
5. **Vote**
   * All communities present voted unanimously to approve the November 9 meeting minutes and all Community Level Requests.
6. **Adjourn**
   * Nancy (Cambridge) made a motion to adjourn at 11:23; Shin-Yi (Newton) seconded that motion.