

Executive Committee Meeting

September 25, 2023

3:00 pm to 5:00 pm

Zoom Meeting

Attendance

Tim McDonald (Needham); Joanne Belanger (Lexington); Melissa Ranieri (Walpole); Natasha Waden (Arlington); Kelly Pawluczzonek (Weston); Kerry Clark, Terri Clover (MRPC/HMCC); Garrett Simonsen, Steven Mauzy (Regional Planners); Lauren Ward (MDPH OPEM)

Meeting Minutes

- Tim McDonald (Needham) opened the meeting at 3:01 pm.

I. Approval of the August 17th PHEP EC Meeting Minutes

- Joanne made a motion, seconded by Melissa, to accept the August 17th EC meeting minutes— motion approved.

II. HMCC Updates

- No updates

III. Planner Updates

- Teri, Steven, and Garrett have been ironing out MRC contract issues for both a NACCHO award some units received and for the contracted coordinator positions. Applications for open MRC coordinator positions have been received, and interviews are being conducted.

IV. PHEP Funding for Emergency Family Sheltering

- In recent weeks, the CDC and MDPH have approved PHEP funding for emergency family sheltering, but the parameters remain unspecified. Last week, staff met with 17 communities who are currently supporting shelters to listen to their needs with the anticipation that the number of communities who are supporting mass care efforts will likely increase over time. Main themes included transportation, interpretation, nutritional support, reproductive health, and shelter management support. Staff are in the process of working with DPH to determine specifically what could be approved, and believe the best approach is one that speaks to inclusion and equity in preparedness and response.
- Staff broke down 5 funding options derived from combinations of unspent salary from unfilled positions and contracts from the first two quarters of the year, reallocation of the training contract, and reallocation of conference travel funding. This funding could be spent either on service-based contracts, regional purchases, direct community awards, or a combination of these approaches.
- Discussion of proposals included the desire to step up for our communities; fear of the increasing size of the emergency and local public health's ability to shoulder the workload; and balancing funds for those who are currently supporting shelters while reserving some

funds for future sheltering needs. The committee voted to propose two funding options to the General Coalition: reallocating funding for unspent salaries and the training contract and reallocating funding for unspent salaries and travel funding.

V. New Business

- The executive committee discussed possible replacements for the vacant EC seat.

VI. Adjourn

- Nancy made a motion, seconded by Kelly, to adjourn at 3:55 – motion approved.