

Executive Committee Meeting

December 18, 2023

3:00 pm to 5:00 pm

Zoom Meeting

Attendance

Joanne Belanger (Lexington); Vivian Zeng (Sudbury); Natasha Waden (Arlington); Nancy Porter (Cambridge); Kelly Pawluczzonek (Weston); Melissa Ranieri (Walpole); Kerry Clark, Terri Clover (MRPC/HMCC); Garrett Simonsen, Steven Mauzy (Regional Planners); Liz Foley (MDPH OPEM)

Meeting Minutes

- Nancy Porter (Cambridge) opened the meeting at 3:04 pm.

I. Approval of the November 27th PHEP EC Meeting Minutes

- Joanne made a motion, seconded by Natasha, to accept the November 27 EC meeting minutes– motion approved.

II. HMCC Updates

- Kerry updated that the Q2 Budget Modification increasing the NACCHO line item to \$46,000 was approved by MDPH. Kerry acknowledged a technical issue with the spreadsheet, which has been corrected.
- Kerry updated that the Regional MRC Coordinator position has been submitted to CHA Human Resources and Talent Acquisition. HMCC staff are waiting for the position to be returned from CHA before posting. Additionally, the PHEP Program Manager position is being developed, and will be under CHA as well.

III. DPH Updates

- Liz updated that work on emergency sheltering assistance is ongoing. Over 50 sites are currently operating and will be consolidated into approximately half that. As part of the consolidation, Joint Base Cape Cod is demobilizing. Other ongoing work in OPEM includes: modernizing data collection for federally mandated COVID-19 reporting, Paxlovid shipments, continuing to track and support hospital capacity for influenza like illness, RSV, and COVID-19, and developing a multi-year training plan for OPEM staff.

IV. Emergency Assistance Sheltering

- Garrett asked Liz if she could report on EA Sheltering and transportation support to medical appointments at the GC meeting. Garrett additionally asked about a dashboard related to EA Sheltering support; Liz responded that the dashboard is not live yet.
- Garrett asked about local vaccination clinics and vaccine uptake this year, given low overall flu and COVID-19 vaccination rates this winter. Nancy (Cambridge) stated their local clinic was not as well attended this year. Kerry (MRPC) hypothesized that more people may be vaccinated at pharmacies this year in order to do both at the same time. Joanne (Lexington) stated that Lexington is seeing increased rates at their clinics, but clinics were expanded



significantly this year. Natasha (Arlington) stated that it is operationally difficult to staff large clinics. Interest from volunteers has declined, placing a higher burden on health department staff, and the time investment is not cost efficient. This year, Arlington focused on seniors and public housing, and has scaled back operations at schools.

V. Planner Updates

- Garrett opened a discussion of the proposed attendance list for NACCHO Preparedness Summit and asked that the EC approve the list, which will be sent to OPEM for approval.
- Steven updated that we've heard back from about half of communities for the annual ICS deliverable and quarterly 24/7 contact update. Discussion of the deliverables included differing perspectives that this deliverable is both an easy lift and that the tool is visually overwhelming. Nancy suggested a Google form that can be emailed to department staff for ICS data collection.
- Garrett reviewed three proposals in response to the Extreme Temperatures RFP. Staff received more proposals than previous RFPs; all from reputable vendors with experience working in the region. All vendors presented proposals which fulfill the basic requirements of the RFP, differences are found in additional elements proposed by the vendor. In discussion, Natasha voiced the opinion that Arlington, like many communities, don't have a dedicated emergency preparedness person and an incentive to come to the table may be needed for communities who may not have much time to dedicate to PHEP engagement. EC members voiced interest in integrating more climate/meteorological expertise in the project and more information on how you measure extreme heat. A vendor was selected by the committee primarily due to the higher level of equity concepts integrated into the proposal. Joanne made a motion to move forward with the selected vendor for the project, Kelly seconded.

VI. New Business

- No new business

VII. Vote/Adjourn

- Natasha made a motion to adjourn, Kelly seconded. The executive committee voted unanimously to approve the meeting minutes, attendee list for the NACCHO conference, the selected vendor, and to adjourn at 4:35pm.