



General Committee Meeting

January 24, 2023

10:00 am to 12:00 pm

Zoom Meeting

Attendance

Felix Garcia (Acton), Natasha Waden (Arlington), Rajit Gupta (Ashland), Heidi Porter (Bedford), Wesley Chin (Belmont), Sigalle Reiss & Sara Schaffer (Brookline), Mike Greene (Burlington), Nancy Porter (Cambridge), Flor Amaya (Chelsea), Melanie Dineen (Concord), Kylee Sullivan (Dedham), Sabrina Firicano (Everett), Bill Murphy (Framingham), Scott Moles (Holliston), Shaun McAuliffe & Simone Carter (Hopkinton), Lauren Antonelli (Hudson), Joanne Belanger and Alicia McCartin (Lexington), Brenda Healy (Medfield), John McVeigh (Millis), Tim McDonald, Ginnie Chacon-Lopez, and Tiffany Benoit (Needham), Shin-Yi Lao (Newton), Matt Tanis (Norfolk and Wrentham), Abbie Atkins (Norwood), Sopheaksosandy So and Jae Cho (Quincy), Adrienne Maguire (Revere), Linda Callen (Sharon), Ellen Hartnett (Sherborn), Karin Carroll (Somerville), Taylor West (Southborough), Vivian Zeng (Sudbury), Shuang Shen (Watertown), Michele Schuckel (Wayland), Kelly Pawluczzonek (Weston), Alyson Roche and Meghan Doherty (Woburn), Caeli Tegan Zampach, Josh Tallman (MRCs), Kerry Clark and Teri Clover (MRPC), Liz Foley (MDPH OPEM), Garrett Simonsen and Steven Mauzy (4AB PHEP)

Meeting Minutes

- Tim McDonald (Needham) opened the meeting at 10:03 am.

I. Approval of December 20th GC Meeting Minutes

- Joanne (Lexington) requested the minutes be updated to detail the funding source for MRC grants as NACCHO ORA grants. Joanne made a motion, seconded by Shin-Yi (Newton), to accept the meeting minutes with the update – motion approved.

II. HMCC Updates (Kerry Clark, Teri Clover, MRPC)

- Kerry announced that the budget update will be a standing agenda item to keep spending and reallocation decisions on track. Two positions still need to be filled under the Salary and Fringe line items. Unspent funds from the first two quarters were reallocated in the last budget modification, and the NACCHO line item was also increased in that budget modification. Under the contractual line items, the BP5 project and Health Equity line items are underway, and the MRCs have been asked for requests to spend down their allocation. As for items categorized as ‘other,’ staff are working with the website developer to improve and expand our programs’ websites. The storage unit was over budgeted and will result in an excess of roughly \$2,300. Including other line items in this category with unspent funds, such as training and exercise, the budget still has roughly \$60,000 to spend down. The Executive Committee met Monday and will begin working on ideas for spending, either equipment, supplies, or training. If anyone

has ideas or suggestions, please feel free to contact staff or the Executive Committee. One thing taken away from the last meeting was an interest in a needs assessment to find out what gaps exist across the region and what 4AB communities think would be beneficial.

- Teri updated that additional funding requests have been received from MRC units. Middlefolk, Central Middlesex, and NC-8 have requested funds for various trainings and supplies, such as CPR training and materials, badging supplies, and Microsoft Office. A candidate for the MetroWest MRC coordinator position has been interviewed, and paperwork has been submitted to MDPH. Additionally, we have received an applicant for the Regional MRC Coordinator who will be interviewed next week. Teri updated that the website developer is under contract and will begin meeting with staff regularly. The website URL will not change. The next HMCC stakeholder meeting will be February 7th and will be used to conduct the regional Hazard Vulnerability Assessment.

III. **DPH Updates** (*Liz Foley, MDPH OPEM*)

- MDPH conducted a HHAN drill on December 20th. 72% (42/60) of 4AB municipalities completed WebEOC log-in; 93% (56/60) completed HHAN confirmation. If anyone needs a password reset or a tutorial, please feel free to contact Liz. Liz presented a new contacts board in WebEOC, which displays emergency contact information for each municipality. This board was used to conduct last month's drill. In other updates, quarterly reporting is due to MDPH next week, and the next budget modification is due in February. The Notice of Funding Opportunity for the next five-year cooperative agreement is scheduled to be released from the CDC in mid-February. After it arrives, there will be a state-wide call to review the state deliverables from the notice. Liz will provide more information once she has it. The department and OPEM continue to support high capacity with the hospitals. OPEM continues supporting the family welcome centers, emergency assistance shelters, and the coordination involved. Marathon planning will begin in February, and meetings have begun already.
- Tim asked Liz about recent media coverage of the Steward Hospital system's financial difficulties. Liz confirmed that there is ongoing work and conversations about the impact of hospital closures.

IV. **Planner Updates** (*Garrett Simonsen, Steven Mauzy, PHEP Planners*)

- Steven began with an update on travel arrangements to the NACCHO conference. The hotel has been booked, and we have confirmation numbers. We continue to be in conversation with the travel agent about flights. Steven proposed a choice to travelers on the call between two flights. The first flight leaves at 5:45 am on Sunday but departs late enough on Thursday to attend the full morning of the conference. The second flight choice departs at 6:45 am on Sunday but leaves Cleveland before the conference is fully over on Thursday.



Garrett voiced the potential impact on presenters. The group was in favor of leaving at the earlier hour and staying for the full conference.

- Garrett presented this budget period's project on addressing the health effects and disproportionate impacts of extreme temperatures. Now that we are heading into the contracting period, Garrett announced that John Snow Inc. (JSI) has been selected as the vendor for the project. Extreme temperatures were chosen as the topic for this project based on deliverables for this year. These deliverables include supporting health equity by ensuring that plans are anchored in a whole community planning approach, and assessing and identifying gaps in public health mass care resources and plans to ensure the health and wellbeing of the whole community.
- The project is composed of four elements. The first is to conduct a regional health action planning survey for extreme temperatures. This survey establishes a baseline for local extreme temperatures planning and identifies planning needs and priorities. Staff will work with JSI to generate a summary report of findings and to conduct a presentation for the coalition on what was learned from the survey process. Participation from communities will include a survey. Garrett acknowledged that many communities are experiencing survey fatigue and stressed that will be kept in mind during survey development. While health department staff will likely be able to answer most questions, there may be some questions on the survey that could require coordination with other departments, such as emergency management. Every effort will be made to minimize the number of questions a health department might need help to answer.
- The second component of the project is building community profiles. Staff will work with JSI to identify, collect, and analyze community-level data for populations at higher risk of negative health effects and disproportionate impacts from extreme temperatures. Data related to high-risk populations and secondary health data will be used to create community profiles related to extreme temperatures. Profiles will also include mapping, highlighting where populations exist to the degree we are able to. The outcome will be a two to three page summary report for each community. JSI has offered to conduct some optional qualitative analysis through community engagement. Participation in this project component is optional, and could include a handful of community engagement sessions conducted on an individual community level, or participation could include engagement by multiple municipalities in a shared services agreement focused on a specific population, such as older adults.
- The next component of the project is a two-part series of workshops. First, for coalition members, there will be a public health mitigation planning workshop related to extreme temperatures. The workshop aims to look at the potential negative health impacts, as well as high-risk and likely disproportionately impacted populations, to identify mitigation strategies that public health can use against the hazard and the hazard's impacts. The second workshop aims to work with at least one higher-risk or disproportionately impacted population group to examine public health mitigation measures and determine if they have a significant enough reach to meet the needs of the intended population. If not, the

workshops will seek to work with partner agencies to extend that reach. The time asked of coalition communities includes workshop participation, two to three hours for each, and recruitment of partner agencies. The outcome of both workshops will be a report.

- The final component is Health Action Planning. Staff will work with JSI on developing a template for an extreme temperatures health action plan. This template is not intended to replace emergency management plans for opening shelters or cooling/warming centers; rather, this plan will be focused on public health's actions to reduce risk for higher-risk and disproportionately impacted populations. JSI will conduct a workshop in which communities are welcomed to invite partner agencies to work on health action planning and will include instruction on an inclusive planning process, on a whole community planning to work within your community, and the populations you serve to customize and implement that template.

V. MRC Updates

- Caeli updated for NC-8. The unit recently had a tour of the MEMA's bunker in Framingham and will be doing a stop-the-bleed training later this month. Caeli reminded MRC units about a new shared drive, which was emailed to them. Josh updated for MetroEast. Last month, the unit conducted a forum on working with unhoused populations and is lining up volunteers for a warming center in Somerville. There has been a lot of interest from volunteers in supporting populations experiencing homelessness. Sara updated for Brookline: the unit conducted a two-part workshop in January helping residents fill out File of Life cards. Mike updated for Burlington: the unit just wrapped up a contact information update and is wrapping up badging. The unit is gearing up for an annual drive sending out information to local nursing programs and schools ahead of Burlington MRC's annual meeting so interested parties can get a feel for the MRC.
- Teri walked through funding requests from Middlefolk, Central Middlesex, and NC-8. Middlefolk has requested stamps and envelopes, Office365, AED training materials, and BLS CPR and First Aid training. Central Middlesex has requested ProPac supplies and funding for a pet first aid class. NC-8 has requested funding for suicide prevention training, access, and functional needs training, and funding for additional unit coordination hours. Tim stated that the Executive Committee recommends supporting these requests, especially given the spending that will be needed this fiscal year. Tim asked for a twofold motion. First, on the budget change moving unspent funds to the MRC line. Second, to approve the requested MRC funding. Shin-Yi (Newton) made a motion; Karin (Somerville) seconded the motion.

VI. New Business

- No new business.

VII. Vote and Adjourn



- Shin-Yi (Newton) made a motion to adjourn; Shaun (Hopkinton) seconded. Seven communities abstained from the minutes, one community abstained from all votes, and 33 communities voted in favor of moving unspent funds to the MRC line item, approving the MRC funding requests, and to adjourn.