

General Committee Meeting

July 30, 2025

10:00 am to 12:00 pm

Zoom Meeting

Attendance

Matthew Dow, Penelope Funaiolo & Susan Sama (Acton), Jessica Kerr (Arlington), Rajit Gupta (Ashland), Sara Schaffer (Brookline), Mike Greene (Burlington), Derrick Neal & Nancy Porter (Cambridge), Meg Goldstein (Canton), Flor Amaya (Chelsea), Melanie Dineen & Moira Carter (Concord), Katie Paciorkowski & Sam Menard (Dedham), Krista Costello, Larissa Strait & Rana Wehbe (Everett), Bill Murphy (Framingham), Nancy Funder (Hanover), Scott Moles (Holliston), Shaun McAuliffe & Simone Carter (Hopkinton), Lauren Antonelli (Hudson), Alicia McCartin (Lexington), Brian Young & Trish McGean (Lincoln), Paige Ferriter (Marlborough), John McVeigh & Sarah Ward (Millis), Caroline Kinsella (Milton), Tim McDonald & Ginnie Chacon-Lopez (Needham), Lisa Heyer (Newton), Stacey Lane (Norwood), Jae Cho (Quincy), Adrienne Maguire (Revere), Aine Greeley (Sharon), Sarah Lapin (Sherborn), Taylor West (Southborough), Marie Trenouth (Sudbury), Melissa Reniri (Walpole), Shuang Shen (Watertown), Kelly Pawluczzonek (Weston), Eric Olsen, Jackson Lieb, Lois Luniewicz, Paul Martin, Ingrid R. Maurice Knowles (MRC), Kerry Clark (MRPC), Garrett Simonsen (4AB PHEP)

Meeting Minutes

- Shaun McAuliffe (Hopkinton) opened the meeting at 10:05 am and announced that Michelle Shuckle had left her position and taken a role outside public health. Garrett (PHEP) introduced Kelly Pawozonic, the health director from Weston, as the new co-chair to replace Michelle.

I. Approval of June 25th GC Meeting Minutes

- Melissa (Walpole) made a motion, seconded by Stacey (Norwood), to accept the meeting minutes – motion approved.

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

- Kerry (HMCC) discussed the closeout of BP1, which resulted in a return of approximately \$88,000 out of \$618,000. Kerry thanked the committee for their guidance on spending. Kerry mentioned he had emailed Felicia about the coalition's RFPs for this budget period, and he has requested a meeting regarding the discussion-based exercise.
- Kerry provided updates on the BP2 budget status, noting progress with DPH and CHA for initial budget approval and highlighting the successful completion of contracts with no service breaks. He also discussed BP1 closeout, mentioning that the QER4 report aligned with tracking mechanisms and cost centers, and the returned funding was less than in previous years.

III. MDPH Updates

- Felicia (MDPH) shared a link to the June tick-borne illness report, noting that Dukes County had the highest reported cases. Felicia announced the receipt of partial funding for the public health emergency preparedness grant, amounting to 75% of the total, with the remaining 25% expected in September or October. She explained that this funding approach is common with grants and allows for the execution of contracts with sponsoring organizations. Felicia also mentioned that the hospital preparedness grant and the MRC grant were funded, though the hospital preparedness program received \$100,000 less than the previous year. Kerry noted that the HPP grant for their region is still pending due to discrepancies in accounting, which are being addressed.

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

- Garrett discussed three PHEP projects for the current budget period, including an all-hazards public health response framework, a discussion-based exercise, and a coalition-level crisis and emergency risk communication guide. He mentioned that draft RFPs for these projects are under review by DPH and will be finalized soon. Garrett also outlined plans for two required trainings: one on crisis and emergency risk communication, potentially to be conducted by CDC staff either in-person or virtually, and another on environmental health response to an emergency event, which is still in the planning stages. Nancy inquired about the potential challenges of bringing a CDC trainer for the risk communication training in person, and Garrett explained that they need to determine if travel costs would be allowable under the grant.

V. MRC Updates

- Eric (MRC) reported on his visit to Marlborough, where he conducted an ICS class for town employees, which multiple departments successfully attended. MetroWest shared success in engaging with communities through farmers' markets and weekend activities. Jackson provided updates on Norfolk County 8, including plans for a training day in September and ongoing recruitment efforts. The Metro East MRC discussed their participation in National Night Out in Chelsea, updates to recruitment documents, and engagement with an advisory group. Burlington MRC reported on their support of cooling centers and successful radio communications training.

VI. New Business

- The meeting discussed two vacant seats on the Executive Committee. While Jana Wallace (Wellesley) and Linda Callan (Sharon) had expressed interest, they were absent, leading to a decision to vote on Sara's (Brookline) nomination at the meeting and defer the second seat to the next meeting. The group agreed to open the discussion to other interested candidates at the next meeting if no one else stepped forward during this session. Taylor (Southborough) made a motion to appoint Sara to the Executive

Committee; Nancy (Cambridge) seconded the vote. Following the meeting, it was determined that a third seat on the Executive Committee was open due to the end of the term. At the August General Coalition meeting, members will consider an election for two Executive Committee seats.

VII. Vote and Adjourn

- Melanie (Concord) made a motion to vote and adjourn; Taylor seconded the motion. Motions to add Sara to the Executive Committee, approve the minutes, and adjourn passed. The meeting adjourned at 11:01 am.