

## **General Committee Meeting**

*September 24, 2025*

*10:00 am to 12:00 pm*

*Zoom Meeting*

### **Attendance**

Matthew Dow (Acton), Jessica Kerr (Arlington), Rajit Gupta (Ashland), John Kleschinsky (Brookline), Nancy Porter (Cambridge), Meg Goldstein (Canton), Linda Fantasia (Carlisle), Flor Amaya (Chelsea), Melanie Dineen (Concord), Krista Costello, Sabrina Firicano & Rana Wehbe (Everett), Bill Murphy (Framingham), Nancy Funder (Hanover), Scott Moles (Holliston), Shaun McAuliffe (Hopkinton), Lauren Antonelli (Hudson), Alicia McCartin (Lexington), Trish McGean (Lincoln), Francis Dagle (Littleton), Paul Dinwoodie (Marlborough), John McVeigh & Sarah Ward (Millis), Caroline Kinsella (Milton), Jessica Cliff (Natick), Tim McDonald, Ginnie Chacon-Lopez & Kristin Scoble (Needham), Lisa Heyer (Newton), Jae Cho (Quincy), Karin Carroll & Meghan Percy (Somerville), Taylor West (Southborough), Melissa Reniri (Walpole), Abbey Myers (Watertown), Jhana Wallace (Wellesley), Kelly Pawluczzonek (Weston), Eric Olsen, Michaela Bucca, Jackson Lieb, Lois Luniewicz, Paul Martin, Thomas Pratt (MRC), Kerry Clark, Teri Clover (MRPC), Garrett Simonsen (4AB PHEP)

### **Meeting Minutes**

- Shaun McAuliffe (Hopkinton) opened the meeting at 10:02 am.

#### **I. Approval of August 27th GC Meeting Minutes**

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

#### **II. HMCC Updates**

- Kerry (HMCC) reported that the PHEP budget for BP2 is on track, with 10% of the budget projected to be spent by the end of the first quarter. Tim (Needham) inquired about a list of ‘nice-to-have’ items for unexpected savings. Garrett (PHEP) noted that the public health response framework exercise may identify additional local needs for equipment or supplies.
- Terry (HMCC) announced the upcoming HVA (Hazard Vulnerability Assessment) scheduled for October 15th at the Needham Public Safety Building. The federal deadline for the HVA was moved up from June to October, and a full HVA is required rather than a review. The reason for the change in deadline is unclear.
- Kerry provided an update on the MOU between 4AB HMCC and COBTH (Conference of Boston Teaching Hospitals), which will facilitate mutual assistance during emergencies.

#### **III. MDPH Updates**

*Acton Arlington Ashland Bedford Belmont Boxborough Braintree Brookline Burlington Cambridge Canton Carlisle Chelsea Cohasset Concord Dedham Dover Everett Framingham Hanover Hingham Holliston Hopkinton Hudson Hull Lexington Lincoln Littleton Marlborough Maynard Medfield Millis Milton Natick Needham Newton Norfolk Norwell Norwood Quincy Revere Scituate Sharon Sherborn Somerville Southborough Stow Sudbury Walpole Waltham Watertown Wayland Wellesley Weston Westwood Weymouth Winchester Winthrop Woburn Wrentham (Page 1)*

- Felicia (MDPH) announced the receipt of full notices of award for both PHEP and HPP on September 16th and 23rd, respectively.
- Felicia announced that a glitch in the Grants Management Manual's document links has been identified; it requires users to revert to previous forms until the issue is resolved.
- Felicia reminded participants to prepare for an upcoming unannounced statewide drill, urging them to contact her if they needed a WebEOC password reset. She clarified the differences between the HHAN emergency notification system and WebEOC, explaining their functions and the upcoming drill's procedures. Shaun (Hopkinton) raised concerns about staff availability during the drill, and Felicia suggested designating a tertiary contact to validate information if primary contacts are unavailable.

#### **IV. Planner Updates**

- Garrett provided updates on three projects issued for the coalition: an all-hazards public health emergency response framework, a discussion-based exercise, and a crisis and emergency risk communication guide. Two out of three draft contracts were approved by DPH, and communication about scheduling initial meetings has begun.
- Garrett provided an update on the MHOA conference, confirming an extension of the registration deadline for our group as we await approval. Garrett also discussed NACCHO conference planning and plans to prioritize attendance for in-person participation.

#### **V. MRC Updates**

- Eric (MRC) shared updates on a shelter training day scheduled for October 18th in Natick. The drill will combine both classroom instruction, which will provide volunteers with a general overview of shelter operations, and an exercise to practice. For the exercise, medical roles were nearly full with 26 out of 28 slots filled, and non-medical slots were two-thirds full, with a goal of 84 attendees for the training.
- The meeting covered updates from the region's Medical Reserve Corps (MRC) units. Lois (Central Middlesex) discussed expanding badging and recruiting an interpreter team. Paul (MetroWest) updated on faith-based partnerships and college outreach. Michaela (Middlefolk) reported on upcoming recruiting events. Thomas (MetroEast) reported on support for vaccine clinics and efforts to expand volunteer diversity. Jackson (NC-8) reported on a highly successful training day. The conversation ended with a brief discussion about social media presence and recruiting younger volunteers.
- The group discussed opportunities to engage nursing students in public health work through preceptorships and internships. Sean (Hopkinton) shared that Worcester State students participate in clinics, while MetroWest highlighted successful past collaborations with Regis nursing students during COVID-19 vaccine distribution. Bill (Framingham) mentioned a city agreement with MassBay nursing students and a current



doctoral student from UMass. The discussion explored the possibility of offering nursing students internships for credit in public health departments, with Karin (Somerville) noting Tufts Community Health Department's existing credit-based internship program.

**VI. New Business**

- No new business.

**VII. Vote and Adjourn**

- Melissa (Walpole) motioned to adjourn; Karin (Somerville) seconded that motion. Motions to approve the minutes and to adjourn passed. The meeting adjourned at 10:59 am.