



Meeting Minutes: Mohawk Area Public Health Coalition Steering Committee		
Date: Jan. 8 th , 2024	Location: Zoom	Facilitators: “Co-Chairs”
Time: 5:00 pm - 6:30 pm		Michael Archbald Garrett Simonsen

Attendees	
<p>Steering Committee Members:</p> <ul style="list-style-type: none"> Garrett Simonsen, Shutesbury EDS Ryan Paxton, Montague EDS Mike Archbald, Frontier EDS Megan Tudryn, Greenfield EDS Carmela Lanza-Weil, Mohawk EDS Mae Tanner, Hawlemont EDS Donna Gibson, Williamsburg EDS John Hillman, Leverett EDS (Absent) Carolyn Shores-Ness (Absent) <p>NON-VOTING MEMBERS:</p>	<p>R-S-I Staff:</p> <ul style="list-style-type: none"> Randy Cardonell Melissa Waller Diedre Serene <p>FRCOG Staff:</p> <ul style="list-style-type: none"> Alexander Sylvain <p>HMCC Staff:</p> <ul style="list-style-type: none"> Nick Licota <p>OPEM-MDPH:</p> <ul style="list-style-type: none"> Gail Bienvenue <p>Guests:</p> <ul style="list-style-type: none"> None

Agenda Items	
1) Welcome / Introductions	Role Call as noted above
2) Nomination of Co-Chair	Garrett Simonsen Discussed his background. Nominated By Donna G Seconded Megan T Unanimous vote to accept nomination as Co-Chair of MAPHCO
3) Equity Project Update	Melissa met with Mae and Garrett of the Subgroup. 2 Proposed Ideas <ul style="list-style-type: none"> -Look at HVAs pick the greatest hazard and create a communication plan on how to share with all populations in an equitable manner. -More generic option on how to equitably communicate with all populations relative to services available, emergency plans, and emergency response. Garrett – preferred the idea of a specific hazard due to time limitations.

	<p>Mae – Suggested a review of REPC all hazards’ communications for vulnerable populations. Carmela - FRCOG and LifePath are also working on similar projects. Megan – Unhoused Pop in Greenfield is a population that needs addressed with maybe keep flooding as the hazard. Melissa - Concurred this can be accomplished. Focus on flooding as the hazard with communication being the action to address the un-housed population in an effective and efficient manner. Alexander: Reminded the SC Scope of Work is needed and ~\$7,500.00 is available and health impacts from flooding might meet the requirements for approval. The scope needs to address the impacts, how we measure them, and do they reach all equity disproportionate Pop. Randy suggested that communication appears to be the focus and the specific scenario is not as important. Consensus was a Health Equity Focus and communication for the un-housed population. Proposed Scope to be sent to Sub-Committee Vote: Motion – Megan T. Seconded – Ryan P. Vote – Unanimous</p>
<p>4) Principles of Operation</p>	<p>Gail B. presented PoO updates. Page 4 One line added about chair-person. Zander suggested adding reference to HMCC & WAG committee membership. Garrett – concerned that inclusion of BP-5 as an addendum will this require this to be updated annually? Zander could post the Addendum on HMCC site or reword to reference without specifically identifying the addendum. Vote to strike the language relative to the planner position. Motion Garrett S. Second Megan T. Unanimous</p> <p>Randy asked if the SC would vote to allow Gail to make the changes as noted and move it forward for a vote to the FC Mike summarized the changes to PoO</p> <ol style="list-style-type: none"> 1) Red lines on page 4 2) Adding of HMCC and Wag issues 3) Removal references to Planner relative to BP-5 <p>Motion Donna G. Seconded Megan T. Vote: Carmela Abstained, balance 6-Yes</p>

5) EDS Status Update

Diedra RSI

Reviewed the summary chart review of EDSs.

Appeared plans have not been updated since 2021.

Volunteer section may need updated since COVID.

Staffing numbers were based of 2010 census.

Page numbers have been identified for areas that need addressed.

Carmela L. - Questioned where the EDS plans are housed?

How many EDS are needed in Franklin County?

Donna G. - Need to remove Goshen from the list.

How many EDS plans are needed.

Different types of EDS could be needed, would

like a general EDS plan and realizing that different

sites could be utilized.

Mae T. – Background history - It was tabled to update and review EDS plans until Planner was established. This would include review of COVID AAR/IP.

Megan T. – asked for a WORD document of her EDS plan so she can update her plan. This was located

Gail B. – EDS plans were based off State Template

Plans will need to be updated concur that plans need commonality.

Consolidating EDS regions is a broader discussion.

Diedre

Training Logs should be somewhere in LBOH.

Cold Chain policies should be in place if vaccines are stored with LBOH.

Randy RSI suggests a base EDS plan that fits all EDS areas, with specific annexes for a specific EDS area.

Gail B. – State has not sent out any updated EDS plan template.

Garrett S. – Guidance Document was issue pre-COVID for EDS plans

Ryan P. – There is merit to reorganizing number and location of EDS regions.

Do we really need to update plans that have not been used in 4 years and when scale and process may change as we move forward?

Nick L. - Cold Chain Annex is available.

Drive through Vaccination annex is available.

Randy asked SC to give direction to RSI to begin developing a new template or develop a Sub-group.

Donna G. Asked RSI to begin the template and waiting to update plans until we decide how many EDS regions will be needed. How volunteers are located when needed, versus lists of names and numbers.

Diedre suggested that some of the items in the plans still need updated like JAS and Vol. Staff contacts, this could

	<p>be for organization, but the State requirement needs to be checked if individual names and contact information is required.</p> <p>Ryan P. Questioned how many sites are needed as we move forward and where?</p> <p>Gail B. – Said other regions are looking at the same process of an EDS template.</p> <p>RSI will develop a framework for an EDS template.</p> <p>Alexander: Dan Neiche has a template started.</p>
<p>6) Calendar</p>	<p>Distributed w/Projected dates</p> <p>9/2 Labor day scheduled meeting this needs changed to the following week.</p> <p>Feb FC meeting.</p> <p>May 6th and Aug and Nov FC scheduled.</p> <p>Gail suggested June be a better FC meeting.</p> <p>SC agreed June 6th for FC</p> <p>Carmela had concerns about Zoom capability for in-person meeting.</p>
<p>7) Business not reasonably anticipated 48 hours prior to meeting</p>	<p>Donna - Difficulty in hearing some on the call. Mike will stop by and help with settings.</p> <p>Randy - Establishing Current Contacts were challenging, and almost complete needing assistance in gaining information like ICS certs from LBOH. MAPHCO local resources may need to be tapped to assist with responses.</p>
<p>8) Meeting Adjourned</p>	<p>Motion to adjourn Donna G Second Megan T. Unanimous</p>