

Bristol Coalition Meeting
June 19, 2012

Attendance:

Acronyms:

CDC- Center for Disease Control and Prevention
DPH- Massachusetts Department of Public Health
EB- Executive Board (sometimes referred to as EC-Executive Committee)
EDS- Emergency Dispensing Site
HVA- Hazardous Vulnerability Assessment
LSAC- Local State Advisory Committee
MRC- Medical Reserve Corps
TAR- Technical Assistance Review

Decision Made	Action to be taken
The top 5 public health hazards in Bristol Coalition were listed as: blizzard, radiological/nuclear disaster, hurricane, infectious disease, and wide-spread power outage.	Denise Phaneuf will send out an email listing these hazards. Coalition members are asked to respond with input on why they felt these were the top hazards.
Each community will receive an additional \$262.13 to spend on equipment or supplies by July 27 th	Elaine LaCoursiere will send out an email announcing this.
2/3 of the Coalition must be in attendance at the next Coalition meeting on July 17 th to approve of the upcoming budget.	Denise Phaneuf will request people in the public posting email to respond as to whether or not they will be in attendance at that meeting.

Motion made and seconded	Vote
Accept May 16, 2012, meeting minutes with change	unanimous
Meeting adjourned at 3:40pm	Unanimous

Documents sent out before the meeting:

- 06-19-12 EB Agenda
- 06-19-12 Coalition Agenda
- 05-16-12 Coalition meeting minutes
- 05-16-12 EB meeting minutes
- Bristol County Financial Report
- June-July Deliverables report

Documents distributed to the Coalition at the meeting

- Bristol County Coalition End of the Year Summary Report 2011-2012, Denise Phaneuf
- Hazardous Vulnerability Analysis Workshop. Bristol County PHEP Coalition

Coalition meeting called to order: 2:24pm

Approve previous meeting minutes: Heather Gallant

A motion was made and seconded to approve the minutes from the May meeting. Dr. Vaillancourt asked for clarification about a sentence on page 2 about the use of money in certain line items that may be used to purchase an iPad. Wendy Henderson clarified the original question noted in the minutes: She was asking if the town's individual allocation of communication funds could be used to purchase an iPad.

It was unanimously approved to accept the May 16, 2012, meeting minutes as written with noted change.

Executive Board Announcements: Heather Gallant

Response to RFPs and Decisions

The EB has recommended to the MAHB to contract with the current contractors for the next fiscal year. This would be Denise Phaneuf for Coalition Coordinator, Amy Palmer for Coalition Planner and Dennis Swift for MRC Coordinator.

Program Coordinator Update: Denise Phaneuf

Deliverables completed IRAA, GIS, Partnership

Denise has recently submitted the following Deliverables: 24 individual IRAA reports along with 5 that were outstanding from the previous grant year, the Partnership deliverable, and the GIS report.

Hurricane Season/Katrina DVD (August meeting)

Denise presented the option to view a 90 minute National Geographic video on Hurricane Katrina and the disaster response. It was decided that if anybody is interested in borrowing the video, they can contact Denise.

Discuss HVA Exercise to compile top 5 hazards in Bristol County

Denise and Diane Brown-Couture held a discussion to determine the top 5 public health hazards in Bristol County. The instructions were to think of the worst case scenario for a possible public health hazard and think of this regionally, affecting at least 50% of the Coalition communities.

The original list of public health hazards included the following: tornado, blizzard, radiological/nuclear disaster, hurricane, heat wave, infectious disease, flood and wide-spread power outage.

After some discussion the top 5 were decided as: blizzard, radiological/nuclear disaster, hurricane, infectious disease, and wide-spread power outage.

Denise will send out an email listing the top 5 public health hazards agreed upon at the meeting. It was asked that members please respond with input on why they felt these were the top hazards.

Planner Updates: Amy Palmer

Amy reported that the following deliverables have been completed: Facility Set Up Drills, Call Down drills, and the TAR.

It was asked if the Coalition benefits if the composite of the Coalition's TAR scores is high. There is no immediate benefit but it may be tied to funding eventually. Diane stressed that she believes the scores are very high and may not have passed the CDC's strict standard of required documentation for all aspects of the TAR. Diane reported that passing is 69%. Amy said that the plans standing on their own is worth 69%. Additional points come with quarterly call down drills, conducting exercises at an EDS, and having enough staff ready for an EDS.

There was a discussion on the staffing requirements set by the DPH/CDC. Diane talked about the 2 staffing models- clinical and rapid dispensing. Currently, the TAR lists the amount of people needed for a clinical model but if it were an anthrax situation, a rapid dispensing model would be used. Diane has been working on getting the guidance changed.

MRC Update: Dennis Swift

The MRC recently participated in the RI Air Show but there were some issues with transferring medical licenses between states. This is a lesson learned that will hopefully be corrected before the next air show.

Dennis is offering Leadership under Pressure training at the Norton Public Library on Thursday June 21st and on Thursday June 28th at the Fall River Fire Department Headquarters from 6pm-8pm.

MAHB update: Elaine LaCoursiere

Spend down amount for equipment and training

The current equipment balance in the budget is \$6291. This will be divided among the 24 communities and each town will be given \$262.13 to be spent by July 27th on equipment and supplies only- not communication. Elaine will send out an email announcing this.

As clarification, iTunes cards are considered equipment or supplies because it is used to purchase apps.

The EB voted to pre-approve spending on equipment or supplies without needing confirmation at the next Coalition meeting. If Elaine has any concerns about the legitimacy of a purchase, she will talk to Diane Brown-Couture. Elaine requested that she be informed if the money is not going to be spent by any community.

As the Chair of the EB, Heather Gallant will sign off on the budget to indicate that no line items were changed.

DPH Update: Diane Brown-Couture

HVA deliverable exercise

This was discussed during the Coordinator's Update.

Updates

No additional updates

LSAC: Anne Marie Fleming (not in attendance)

Diane Brown-Couture reported that she believed the LSAC had been presented with the 1st draft of next year's deliverables.

Additional information:

Heather Gallant discussed briefly the GETS (Government Emergency Telecommunication Systems) cards. A PIN from this card is used to get priority phone lines in the event of an emergency. The cards are free and cost only 7 cents per minute if they are used. Amy Palmer stressed that for TAR credit, they'll need to be tested quarterly and documented. Heather said there was no charge to test the cards.

Next meeting: Tuesday July 17, 2012 2pm

It was requested that when Denise Phaneuf sends out the public posting for the July meeting, she ask people to respond as to whether or not they will be able to attend because there needs to be a 2/3 majority vote for the budget.

Meeting Adjourned

Motion made, seconded and unanimously approved to adjourn at 3:40pm.

Respectfully submitted,
Amy Palmer