

Bristol Coalition Meeting
September 18, 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 and State Advisory Committee
MAHB- Massachusetts Association of Health Boards
MAPHN- Massachusetts Association of Public Health Nurses
MHOA- Massachusetts Health Officer Association
MRC- Medical Reserve Corps
TAR- Technical Assistance Review
UMD- University of Massachusetts Dartmouth

Decision Made	Action to be taken
There are 2, possibly 3, opening on the Executive Board to be filled by the November meeting	Any interested parties should contact Denise who will compile a list for the next Coalition meeting
There will be approximately 15 minutes of free discussion at each coalition meeting.	Possible topics for discussion should be emailed to Denise who will list them on the agenda sent out a week before the Coalition meeting.
Compile a list of iPad apps that are useful for Coalition business	Coalition members should email Denise with their suggestion of useful apps and Denise will compile a list for circulation
To complete a deliverable, Diane needs the names of 1-2 Coalition representatives to participate in a new Medical-Health Coalition	Any interested parties should contact Diane as soon as possible. There is a September 28 th deadline for this deliverable

Motion made and seconded	Vote
Meeting called to order at 2:10pm	unanimous
Accept minutes from August 21 st meeting as written	unanimous
Meeting adjourned 3:42pm	Unanimous

Documents sent out before the meeting:

- 09-18-12 EB Agenda
- 09-18-12 Coalition Agenda
- 08-21-12 Coalition meeting minutes
- 08-21-12 EB meeting minutes
- Bristol County BP-1 Coalition Budget September
- Bristol County BP-1 Town Expenses September
- September-October Deliverables Report

Documents distributed at meeting

- LSAC notes 09-10-12

- BP1 Deliverables Power point presentation

Coalition meeting called to order: 2:10pm

Bob Aston took the role as Chair in Heather Gallant's absence.

Approve previous meeting minutes: Bob Ashton

A motion was made and seconded to approve the minutes from the August meeting. There was no discussion and the motion was approved unanimously.

Executive Board Announcements: Bob Ashton

Vacant seats

There are 2, possibly 3, vacancies on the Executive Board starting in November. Jim Mooney and Ralph Urban will be leaving and possibly Heather Gallant. Currently interested in the positions: Larry Perry, Wendy Henderson, Joe Carvahlo, Leon Dumont and possibly Heather Gallant. It was asked that anybody interested should contact Denise Phaneuf who will be compiling a list. If necessary, voting will occur to choose the next Board members.

Host Agency Update: Elaine LaCoursiere

FY13 Budget

It was determined that there is a quorum for any necessary votes.

The MAHB has received funds for the current quarter and the upcoming quarter. The EB approved Elaine's suggestion of paying Communications for the two quarters.

The MHOA conference material has been paid. Elaine will contact the hotel for confirmation.

Elaine reminded the group of the blanket approval for the following conferences: MHOA, Yankee, MAHB, MAPHN.

Elaine provided a spreadsheet listing how much each community has spent from their allotted funds for the year.

Training and Equipment requests

Acushnet request for office supplies was approved by EB.

Coordinator update: Denise Phaneuf

Deliverables

Denise announced that the deliverables have just been finalized and she and Amy are working together to determine who will take the lead on which deliverables. Denise reiterated that she is always available for anybody who may need assistance.

30 minute health topics

Scott Leite mentioned at the last Coalition meeting that he would like to see about 30 minutes of discussion on topics pertinent to their jobs. EP topics and deliverables will take priority. It was decided that people could send Denise topics they are interested in and 3-4 will be listed on the agenda for the current month.

Jim Mooney related a learning experience to how almost anything learned can be applicable to an emergency. Alvin would like to talk about iPad apps and other useful technology. It was asked that people send Denise their most useful apps and she will compile a list for distribution. Doctor Vaillancourt mentioned sharing his knowledge of different kinds of flu viruses. Jim Mooney

suggested a discussion on the Perfect Toolbox- equipment needed to deal with the different disciplines of public health.

Update on Disability Training

Denise has been working with the coordinator organizing the community Disability Training. Denise is currently waiting for more information from the coordinator. She did hear that they may work closely with the Fire Departments to implement the trainings.

Contractor Update: Amy Palmer

Amy gave a power point presentation on the TAR. She explained that she will be giving short presentations reviewing sections of the TAR explaining the questions and how each is answered either by the plans or by actions at Coalition meetings. She covered the Baseline Data and Section 1.

Alan Perry asked if there is any way to get information to the CDC on unrealistic expectations. Amy answered that she is meeting with the CDC directly for the Attleboro TAR Reviews and can bring up concerns then.

Some concerns expressed over the TAR:

- Workers compensation and staff compensation was most likely financially unattainable
- The amount of volunteers required was unrealistic because it was based on a clinical model rather than rapid dispensing. Additionally, there will be an overwhelming amount of work to deal with spontaneous volunteers at the time of the event
- Offering unlimited supplies when the Head of Household model is used would cause anxiety about running out of supplies

Contractor Update: Dennis Swift

The training schedule for this year has been completed.

Dennis is working on completing the paperwork for a MRC competitive award for programs exhibiting public outreach or training programs. The due date is September 28th. There is a \$5000 portion and an additional \$8000-\$10,000 award. Budgets need to be completed for both awards but right now only the \$5000 portion is done. Dennis is working with New Bedford right now so if anybody needs assistance completing paperwork, he can help.

New Bedford is working with the UMD MRC setting up weekly clinics testing blood pressure and glucose levels and programs based around health promotion at local Senior Centers. The grant will pay for fees and equipment expenses. The MRC benefits with more volunteers, more resilient community and a more qualified response team.

After some discussion, it was explained that anything focusing on health promotion is covered under the MRC mission under the Surgeon General.

DPH Update: Diane Brown-Couture

Diane presented information about the Hospital/Public Health Partnership. She is asking for 1-2 Coalition representatives to be named to the Partnership Coalition. Jacquie O'Brien showed some interest but was concerned about the time commitment and her ability to represent the Coalition vocally. Anne Marie Fleming asked if a planner such as Amy Palmer would be able to be the Coalition representative. Amy said she would be interested and could discuss this with Denise on planners taking a role. Diane stressed the importance of having local participation with community representatives.

LSAC update-Anne Marie Fleming

The LSAC met on Monday, September 10, 2012. Anne Marie handed out meeting notes to the Coalition members. Anne Marie highlighted the THIRA work is for the pilot group only and does not mean additional work for the Coalition. The DPH is working on getting more companies for sharps disposal. Denise is working with the Shriver Center on Special Needs training. The Deliverables have been distributed. Some positions are open and there are some new employees. After Anne Marie's suggestion, Amy has agreed to be the Coalition representative for the LSAC and Anne Marie will be the backup.

Meeting Adjourned 3:42

A motion was made to adjourn, seconded and unanimously passed with no discussion. The next meeting will be on **Tuesday, October 16th at the Mansfield Town Hall at 2pm.**

Respectfully submitted,
Amy Palmer