

Bristol Coalition Meeting
February 19, 2013

Attendance:

Acronyms:

DPH- Massachusetts Department of Public Health
EB- Executive Board (sometimes referred to as EC-Executive Committee)
EP- Emergency Preparedness
EDS- Emergency Dispensing Site
EMT- Emergency Medical Technicians
HSPH- Harvard School of Public Health
MAHB- Massachusetts Association of Health Boards
MEHA- Massachusetts Environmental Health Association
MRC- Medical Reserve Corps
SNS-Strategic National Stockpile
TAR- Technical Assistance Review
TTX- Tabletop exercise

| Decision Made | Action to be taken |
|---|--|
| Denise Phaneuf explore the possibility of HSPH conducting an exercise for the Coalition | Deni will contact HSPH |
| Communities should report their spending intentions with respect to their budget allotments | Deni will send out an email asking people about this |

| Motion made and seconded | Vote |
|--|-----------|
| Meeting called to order at 1:42pm | unanimous |
| Accept minutes from January 15, 2013, meeting as written | unanimous |
| Meeting adjourned 3:02pm | Unanimous |

Documents sent out before the meeting:

- 02-19-13 EB Agenda
- 02-19-13 Coalition Agenda
- 01-15-13 Coalition meeting minutes unapproved
- 01-15-13 EB meeting minutes unapproved
- Bristol County BP-1 Coalition Budget January
- Bristol County BP-1 Town Expenses January

Coalition meeting called to order: 1:42pm

Bob Ashton, ED chair, called the meeting to order. There is a quorum

Approve previous months minutes: Bob Ashton

A motion was made to approve January minutes as written, seconded, and approved unanimously with no discussion.

Executive Board Announcements Bob Ashton

Training and Equipment Approval

All requested items were approved with the exception of a paper shredder for Somerset.

- Dartmouth- iPad and case; \$959.98
- Foxborough- red and yellow tape; \$14.36
- Westport- generator repair; \$212.10
- Somerset- file cabinet, iPad, office supplies; \$2432.00 minus cost of shredder
- Amy Palmer- ink cartridges and binders; \$201.58
- Amy Palmer- McAfee virus 1 year protection; \$95.61
- Amy Palmer- Adobe acrobat (cost was more than previous approval); \$29.00

Training and equipment line **Elaine LaCoursiere**

Elaine reported that there is currently \$14,000 allocated for training in the budget. All training needs to be completed by June 30th. She also reported that membership costs to be paid by the Coalition must be bundled in with conferences. For example MHOA membership must be paid at the same time as the MHOA conference.

Bob Ashton said he is hoping for more training to be available but it is unlikely there will be enough offered between now and June to spend down the training money. The training money can be moved to equipment in the budget. Alan Perry (now from Attleboro) noted that MEHA may have a risk assessment training available before 6/30. It would be a one day event on North Shore for no more than \$100.

The EB, Denise Phaneuf, and Diane Brown-Couture have discussed the possibility of having the Harvard School of Public Health hold a training, maybe on anthrax, at the Taunton Holiday Inn. Deni will contact HSPH to explore this possibility.

MRC Contract Bob Ashton

Bob Ashton reported that Dennis has let them know he will not ask to renew his contract at the end of June. Dennis informed the coalition that due to the recent storms, there have been delays in his grad school application and may still apply to renew his contract in June. Either way, he will stay on as the Greater New Bedford MRC coordinator.

MRC update Dennis Swift

Dennis gave his update at this point. During the Blizzard, shelters were opened in Attleboro, Acushnet and Dartmouth. Shelters were run by the towns with some MRC volunteers but mostly EMTs and paramedics during their shifts. The Cape was the hardest hit but did not need outside MRC volunteers.

There will be a badging event at Fairhaven Fire Department on March 7th for anybody who still needs to get their badge.

Alvin McMahon, AnneMarie Fleming, and Dennis will be attending the Integrated Training Summit in DC. This is a very useful relationship-building, information-gathering summit.

Recent training was well attended with a total of 36 volunteers on how to set up and operate an effective shelter held on January 17th and February 7th.

Upcoming trainings include Basic Disaster Response at the New Bedford Police Department on February 28th and Overview and Personal Preparedness at Fairhaven Fire Department on March 6th.

The Region 5 MRC training day is being held on March 23rd from 8am-4:30pm in Duxbury.

The Bristol County MRC Collaborative is planning two sheltering exercises building on each other. There will be a TTX on April 27th from 1-4, possibly at the Margaret Stone Conference Room at Morton Hospital. On May 18th, a full scale sheltering exercise will be held somewhere in the Taunton area at one of their designated shelters.

Alvin announced that there is ICS training available at Wood River Junction in North Kingston, RI, for free. ICS 300 will be offered Sunday March 10th, and Saturday March 16th. ICS400 will be offered on Sunday May 5th and Saturday May 11th.

Blizzard of 2013 response

During the storm, Easton opened a warming center and used 3 MRC volunteers. Mark Taylor learned upon arrival that Town hall was snowed in so all the paperwork he needed to request volunteers was unavailable. In Seekonk, a shelter was set up by the Health Department but had no cots or food available. The robo-call that went out announcing the shelter told people to bring their own food, snacks, blankets and pillows. There was some conflict in Seekonk as to whose responsibility it is to operate the shelter- BOH or EMA. In Attleboro, a shelter was set up at LaSalette Shrine but the shrine lost power so the shelter was moved to Attleboro High School. Jacquie O'Brien manned the shelter and managed the operations onsite while Donna Palmer organized MRC volunteers off site since she was snowed in.

Program Coordinator Update Denise Phaneuf

Expanded Partnership deliverable due March 27th

Deni continues to work on the Expanded Partnership deliverable by collecting data from each community. She will compile the results and add this to the Expanded Partnership Deliverable submitted in December.

Rapid Dispensing Site update

Deni has been working on Drive-through rapid dispensing plans. She will begin by asking a couple questions of each community. Diane is advocating for guidelines from CDC to the DPH because she does not want to define the plans now to have the guidance/ template come back differently. Deni will be moving forward deliberately while Diane continues to work with the DPH and CDC.

Deni will send an email regarding spending shortly after this meeting asking about each communities' spending intentions with their budget allotments. If you aren't planning on spending all of your funds, please let Elaine know. The EB needs to plan on how to move funds around. Deb Revelle asked if she could use her training money for equipment purchases and Elaine said that she could.

Amy Palmer

Update

Amy is working on quarterly call down drills, facility set up drills, and the TAR. Most all of the facility set up drills are completed or scheduled. For the TAR, Amy has sent out questions to each of the communities to be answered and needs them back no later than March 11th. She will be away from

March 2nd-March 9th so she asked that people please contact her before that with any questions. She will be submitting the TARs to Diane by March 15th.

Amy presented a power point on TAR sections 2-5.

Dennis Swift (MRC)

Update

Dennis updated the Coalition earlier in the meeting.

Host Agency Update MAHB Elaine LaCoursiere

FY13 Budget

There is \$52,000 that needs to be spent. Some of that total is allocated to individual allotments. There are only 3 more meetings to discuss spending.

Bob Ashton mentioned that Berkley, Dighton, and Somerset are some of the communities that still need to spend their money down. Deni will talk with Bethany Collins from Dighton after the meeting and Amy and Deni will coordinate on Berkley.

DPH Update Diane Brown-Couture

Update

The SNS team is going to be bringing back regular meetings to do SNS and EDS planning. Diane will be asking that they occur in the form of conference calls so that local public health can be involved. Diane will be getting back to everybody when they are ready to start.

Snow Storm discussion

Lessons learned during the snow storm included putting plans on a thumb drive and take it with you in case you are unable to get to the office. Also, there were problems with internet connections. Alvin reported that Swansea and Somerset both have alarm systems on refrigerators that hold vaccine. The system calls people automatically if the temperature falls out of normal boundaries. It costs under \$1000.

Bob Davis introduced Jen Dacey, the new superintendent for Bristol County Mosquito Control.

Meeting Adjourned.

A motion was made to adjourn at 3:02pm and approved unanimously with no discussion.

Next meeting- March 19th, 1:30, Mansfield Town Hall

Respectfully submitted,
Amy Palmer