

Bristol Coalition Meeting
May 20th, 2013

Attendance:

Acronyms:

BOH (LBOH)- Board of Health (Local Board of Health)
BOS- Board of Selectmen
BP2- Budget Period 2 (July 2013-June 2014)
DPH- Massachusetts Department of Public Health
EB- Executive Board (sometimes referred to as EC-Executive Committee)
LPHI- Local Public Health Institute
LSAC- Local and State Advisory Committee
MRC- Medical Reserve Corps
PHEP- Public Health Emergency Preparedness

Decision Made	Action to be taken
Planners will be assigned to specific communities to help assist with expanding on plans for BP2	Denise will be assigned the communities currently in the Greater Fall River MRC and the Bristol-Norfolk MRC. Amy will be assigned the communities in the Greater Taunton MRC and the Greater New Bedford MRC, including Dighton, Berkley and Freetown, currently unaffiliated with a MRC, and Stoughton, currently in the Stoughton, Holbrook, Avon, Randolph MRC.

Motion made and seconded	Vote
Meeting called to order at 1:51pm	Unanimous
Accept minutes from April 16th, 2013, meeting as written	Unanimous
Meeting adjourned 2:51pm	Unanimous

Documents sent out before the meeting:

- 05-21-13 EB Agenda
- 05-21-13 Coalition Agenda
- 04-16-13 Coalition meeting minutes unapproved
- 04-16-13 EB meeting minutes unapproved
- Bristol 5.14.13 request for approval
- Bristol BP-1 EC May 13, 2013
- Bristol Town Expenses BP-1 EC-959
- May-June Deliverables report

Coalition meeting called to order: 1:51pm

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

Approve previous months minutes: Bob Ashton

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

Executive Board Announcements: Bob Ashton

Training and Equipment Approvals

All purchase requests from the communities to spend down the additional \$959 were approved. They are all listed in the document "Bristol Town Expenses BP1-EC-959". If it is being requested that Marcia purchase the equipment, please get the request to Elaine by May 31st. For items purchased by the individual community, the invoice/receipt must be sent to Elaine by June 10th.

Next year's PHEP budget

Currently, there is no information about next year's budget but it is anticipated that there will be a \$29,000 cut. One way to reduce cost is by reducing any unused cell phones from the Coalition budget. Each cell phone costs the Coalition \$175.64 per quarter. If anybody has a cell phone to turn in, please let Elaine know. The budget should be available by next month. This quarter's cell phone payment will be going out in the next few days.

The Coalition thanked Elaine for her hard work during this end of the year crunch. Elaine will send out an email with the dates for submitting financial requests. This will be the only money available until the next fiscal year.

In the previous Coalition meeting, it was approved to transfer the remaining funds, currently at \$4593.17 to communication line item. Elaine asked that if anybody notices that something seems out of place, please email her.

Program Coordinator Update: Denise Phaneuf

Deliverables

Denise reported that the Coalition is on track for this fiscal year as shown in the Deliverables report.

Denise notified the Coalition of an upcoming webinar on May 29th from 12-1:30pm- National digital communication tour. This 90 minute webinar includes the best practices on how to use communications and panelists to answer questions about government communication tools. Register online. <http://govdelivery.com/digital-communications-tour>

Update: Amy Palmer

LSAC Update

Arbovirus

Amy updated the Coalition on the LSAC meeting from May 20th and will be sending out the notes through Denise with the post meeting documents.

Some things covered were MEMA updates, new DPH positions, revised arbovirus protocols and draft deliverables.

An Arbovirus survey has been distributed to all LBOH through the HHAN and Katie Brown, the DPH veterinarian, is strongly encouraging all LBOH to complete this to include 2 people to be contacted in the case of a positive or suspected positive result. There was an original group of 13 communities from

Southeastern MA, including Raynham, Taunton, and Easton in Bristol County, who have met with the DPH to promote change in support of LBOH efforts.

Some points that were stressed by Alan Perry were that the Southeastern MA group would like to be treated regionally rather than individually and he would like the previously agreed upon commitment from the former DPH Commissioner John Auerbach that the DPH would stress bans on activity in the press rather than only having it come from the locals. Alan also said that a lot of strides have been made in communication with the DPH and he stressed that people should take the survey so that southeastern MA won't lose their voice. Mark Taylor also commented that it is stated in MA General Law that the BOH and BOS need to coordinate on local bans on activity which can cause a delay in action.

There was a brief discussion of the possibility of a long term commissioner. It is suspected that there would be an interim commissioner until after the next gubernatorial election.

Amy reviewed the information located in the plans based around arbovirus, natural disasters such as hurricanes and tornados and pandemic flu.

Heather Gallant asked if Amy had any more information about the LPHI steering committee merging with the LSAC. Amy said she had passed her concerns to Dawn Sibor, the LSAC chair, and hadn't heard anything else. She would notify Heather when the LPHI is coming to the LSAC meeting.

Update: Dennis Swift (MRC)
Dennis was not available

DPH Update: Diane Brown-Couture
Diane stated that Amy will be distributing the draft deliverables that were given out at the LSAC meeting yesterday. This deliverables are still in a draft form because the CDC has not yet established performance measures. It is assumed that the final deliverables will be very similar.

Diane announced that it was decided to divide the towns between the two available planners in Bristol County to accomplish the next steps in planning based around specific details for each individual community. Communities stayed grouped in their current MRCs. Each planner has 12 communities, including 1 large city, and approximately 300,000 in population. Denise will be assigned the communities currently in the Greater Fall River MRC and the Bristol-Norfolk MRC. Amy will be assigned the communities in the Greater Taunton MRC and the Greater New Bedford MRC, including Dighton, Berkley and Freetown, currently unaffiliated with a MRC, and Stoughton, currently in the Stoughton, Holbrook, Avon, Randolph MRC.

Diane is excited about the direction that the BP2 deliverables are going in. There is a lot of planning work that will go into the initial work plan and will start in July BP2.

Other

Alvin announced that there is an Assessing Medication, Mental Health, and Cultural Needs Training coming up at the MA Medical Society on June 11th 6-9pm serves a light supper at 5:15. There is no cost associated if the attendee is a MRC volunteer.

Diane announced that she is always trying to get training to Region 5 but many trainings supported by the DPH is a one-time only training and will be held in the middle of the state. Scott asked if EHTER

training will be available at any point in MA. He said that there are only needs to be 40 people and the EHTER training can come to MA.

It was announced that MHOA training in the fall will be held in Hyannis and the Yankee Conference will be held in Smithfield RI in September.

Meeting Adjourned

A motion was made to adjourn at 3:20pm and approved unanimously with no discussion.

Next meeting- June 18th, 1:30, Mansfield Town Hall

Respectfully submitted,
Amy Palmer