

**Bristol County PHEP Coalition Meeting
August 18, 2015**

Attendance: See attached

Acronyms:

BP3- Budget Period 3 (July 2014-June 2015)

BP4- Budget Period 4 (July 2015-June 2016)

DPH- Massachusetts Department of Public Health

EB- Executive Board (sometimes referred to as EC-Executive Committee)

EDS- Emergency Dispensing Site

EP- Emergency Preparedness

HMCC- Health and Medical Coordinating Coalition

LSAC- Local and State Advisory Committee

MAHB- Massachusetts Association of Health Boards

MHOA- Massachusetts Health Officers Association

PHEP- Public Health Emergency Preparedness

Decision Made	Action to be taken
Planners have new community assignments.	Amy Palmer: Acushnet, Attleboro, Dartmouth, Easton, Fairhaven, Foxborough, Mansfield, North Attleboro, Norton, Plainville, Rehoboth, Seekonk, New Bedford, and Raynham. Denise Phaneuf: Berkley, Dighton, Fall River, Freetown, Lakeville, Somerset, Stoughton, Swansea, Taunton, and Westport.

Motion made and seconded	Vote
Meeting called to order at 2:00pm	Unanimous
June meeting minutes approved as written	Unanimous
Meeting was adjourned	Unanimous

Documents sent out before the meeting:

- 08-18-15 EB Agenda
- 08-18-15 Coalition Agenda
- 06-16-15 EB meeting minutes unapproved
- 06-16-15 Coalition meeting minutes unapproved
- Attendance Sheet 2015-2016 BP4
- BP4_Coalition Deliverables_Final_v2
- Bristol Training Request Form 2015
- Copy of Bristol BP4 Expenditures August

Coalition meeting called to order: 2:00pm

Joseph Carvalho-Chairman

At the June Coalition meeting, a hiring committee was formed to interview candidates for the two existing Planner's positions which included Donna Palmer, David Flaherty, Beth Hallal, Dr. Vaillancourt and Joe Carvalho. The hiring committee agreed to rehire Amy Palmer and Denise Phaneuf as the Planners. For BP4, there has been an adjustment in community assignments.

Amy will work with the following communities: Acushnet, Attleboro, Dartmouth, Easton, Fairhaven, Foxborough, Mansfield, North Attleboro, Norton, Plainville, Rehoboth, Seekonk, New Bedford, and Raynham.

Denise will work with the following communities: Berkley, Dighton, Fall River, Freetown, Lakeville, Somerset, Stoughton, Swansea, Taunton, and Westport.

It is now required that each planner must meet with their communities once every quarter. If the town refuses to meet, it must be documented in writing and cc'd to Marcia Benes. There will be a 6 month evaluation of the planners.

Heather Gallant asked why some towns were switched. Joe said that some towns requested it and they were trying to regionalize the planners better.

Approve previous month's minutes

There were a total of 16 communities represented so there is a quorum. A motion was made, seconded and approved unanimously to accept June minutes as written.

Planners update- Deni Phaneuf and Amy Palmer

Denise reported that for the sake of time, she would not review all of the deliverables today. The deliverables have been sent out as part of the public posting. Denise explained that she would discuss what is important to know for Q1. She explained the BP4 project and how the identification form is due to the DPH on September 1st by the planners. There are several potential projects that will be explained and the Coalition members need to vote on one project.

Amy discussed the four potential projects. Two expanded on BP3 projects (Access and Functional Needs Resource List, Gillette Stadium as a Regional EDS), one was a training conducted by the Plymouth Coalition in BP3 (Access and Functional Needs Training at an EDS) and the final one was working on the all-hazards plans to make them more useful and easily accessible (All-Hazards Plan Discussion). After some discussion, the Coalition voted to have the All-Hazards Plan Discussion as the BP4 project. The paperwork will be completed by its due date of September 1, 2015.

Amy Palmer-LSAC

Amy read through June and July LSAC notes. AnneMarie Fleming was the Region 5B representative at LSAC during July.

One topic of discussion was H1950. Sandra Knipe at LSAC mentioned during the meeting how this bill would be detrimental to local public health powers. Alan Perry read the text of the bill being sponsored by Frost of Auburn and Zlotnik of Gardner: "Notwithstanding any general or special law to the contrary,

Boards of Health in cities and towns shall not have the power to ban the community-wide sale of any legal consumer product by authorized stores, establishments and any other entities legally allowed to sell such products in the Commonwealth and within the existing by-laws of the community, wholesale or retail, without receiving the approval of town meeting or city council to create such a by-law within the city or town. This provision shall not interfere with a Board of Health's ability to take action for an emergency and immediate health concern for a specific consumer product or from a specific location if a health code violation has otherwise occurred or some other emergency health issue should arise so long as such action is not to ban the legal sale for the sake of doing so." Amy said she would contact Sandra Knipe to get more information.

MAHB - Financial Report- Elaine LaCoursiere

Elaine reported that everybody who has submitted requests to attend the MHOA conference has been approved. Elaine asked that any new requests for this conference be submitted before the end of August to get the discount. There is no limit to the amount of money each town can request.

Cell phone payments for the next 6 months have been approved. Elaine will be making the cell phone payments by September 1st for about \$20,000. Elaine confirmed at the meeting that Mansfield and Dighton are not requesting phones. Foxborough and Berkley can email Elaine if they would like to receive cell phones. Each town is allotted 2 phone lines. Each phone line amounts to \$625 for 6 months.

There was some discussion about the Yankee Conference not qualifying as an EP expense. Alan Perry has spoken with Mary Clark and there may be some compromise with some DPH approval. The conference is scheduled on September 16th. If anything changes, Alan will let people know.

HMCC update

Elaine asked if anybody had any questions about the HMCC. Currently, the MAHB is working very closely with DPH to fill a Coordinator and a Manager/Programmer positions. Marcia is holding a HMCC meeting on Sept 29th with all 5 disciplines invited to attend: long term care facilities, community health centers, emergency medical services, local public health and hospitals. From this meeting, the leadership group will be formed to develop Principles of Operation and develop protocols for emergency response. This may be a very large meeting. Joe Carvalho spoke of possibility meeting with the Plymouth and Barnstable PHEP Coalition Executive Boards to determine if they can have a regional EB meeting to discuss the public health representation before meeting with the other four disciplines. Bob Ashton advised people to attend to be able to gather information about the HMCCs.

Kerin Milesky-DPH

Kerin Milesky was unable to attend.

A Motion was made to adjourn the meeting, seconded and unanimously approved.

The Next Coalition Meeting will be held on Sept 15th, and monthly meetings will resume as often as possible.

Respectfully submitted,

Amy Palmer