

EXECUTIVE COMMITTEE MEETING MINUTES
May 28, 2009; 9:00 AM
25 Meade St., Worcester, MA

IN ATTENDANCE: Chris Montiverdi (Chair)(Leicester); Phil Leger (Vice-Chair)(Athol); Lenny Izzo (Hopedale); Missy Kakela-Bottom (Mendon); Sandra Knipe (Hubbardston); Lois Luniewicz (Grafton); Paul McNulty (Westborough); Trish Parent (Upton); Andy Pelletier (Auburn); Tom Purcell (Webster); Cheryl Rawinski (Sutton); Derek Brindisi (Worcester); Ken Gikas (Program Consultant); Barry Lein (Program Consultant); Forrest Price (Program Consultant); Shawn Winsor (Worcester Regional MRC Coordinator).

The Meeting was called to Order by Chairman Chris Montiverdi at 9:35am.

Minutes of the May 14, 2009 Executive Committee meeting were presented for approval. Lenny Izzo made a motion to accept the minutes. The motion was seconded by Cheryl Rawinski. During the discussion Lois pointed out a spelling error. The motion passed unanimously with this change.

Next Meetings:

Executive Committee: June 11, 2009, 9:30am, 25 Meade St., Worcester.

Executive & Steering Committees: June 25, 2009, 9:00 & 10:00am, 25 Birch St., Milford.

Program Manager Updates: Kerry Clark

- None available.

Host Agency Report: Chris Montiverdi

- Chris handed out a copy of the CDC's proposed Public Health Emergency Preparedness Cooperative Agreement showing the GY10 Proposed Distribution. It shows level funding from last year's grant.
- Derek Brindisi gave an update of the situation in Worcester.
 - The Tobacco Control Program is moving forward and will continue to operate.
 - He is trying to retain Karyn Card in Public Health.
 - The Public Health Division will consist of himself, Kerr, Seth, Karen, Dr. Morse, a finance person, and a secretary.
 - There is a task force that is supposed to come up with a recommendation by September 30 on how to re-build the Public Health system.
 - Derek foresees a lean Public Health Department. He is hopeful about re-building the Public Health Nurse program and to maintain the Infectious Disease Control program.
 - Derek asked the committee if anyone had any ideas on a Public Health Nurse contingency plan. Sandi suggested per diem nurses. Lois brought up the possibility of using MRC nurses.
 - Derek also mentioned the possibility of establishing an intern program and training them to do inspections. Lenny asked if the interns would be certified. He also brought up a potential problem of using volunteers to replace paid workers. Volunteers should supplement workers.
 - Derek stated that all eyes will be on Worcester, even though most cities do not have resources similar to UMass and St. Vincent hospital which we may be able to partner with.
 - Phil reported on a Receivership meeting which he and Tom attended. It seems that the Public Health Inspectors are going in with the Building Inspectors in Code Enforcement even though the latter do not have the same authority that Public Health does.
 - Derek is concerned about the Inspectional Services Model. He feels that we will always need a Public Health Department in Worcester but in what role?

Homeland Security: Chris Montiverdi

- Chris stated that the Homeland Security Council will be meeting next week.
- Bob Noonan is still trying to get R911 training out to the communities. If any community is interested they should contact him. The council will be forming a Steering Committee to address any R911 issues and establish policies; a Public Health member is needed. Paul McNulty volunteered for this.
- The Sheltering Committee has about 600-800 cots which are still waiting to be distributed. The committee is planning on purchasing 4 large trailers to store these cots in various locations around the region. Fitchburg, Gardiner, Leominster, and Worcester are under consideration as storage locations. These trailers will be equipped with 400 cots and bedding sets. The committee is also planning on purchasing 3 or 4 smaller trailers to store 200 cots and bedding sets at other locations. Barre and Dudley are being considered for these along with Milford which already has a trailer with 100 cots. Some fixed storage sites may also be added if sufficient need exists.
- Mike Dunne is currently updating the regional equipment listing. In response to a question on equipment costs, Chris estimated that a message board costs about \$15,000 while a light tower is about \$9,000.
- Chris also asked the committee members for ideas on special needs equipment for shelters.

Regional Mutual Aid: Andy Pelletier

- And handed out a copy of the first page of the current Mutual Aid Agreement which shows those communities which have signed the agreement. Forrest questioned why Barre was not listed. Andy said that he would research this and let us know.
- There is a draft bill in the Massachusetts legislature which would create a new mutual aid agreement that includes all departments and services which are normally found at the city/town level. It would replace all of the individual mutual aid agreements for individual agencies.

Local and State Advisory Committee: Sandi Knipe

- Sandi stated that she and Phil had attended the May 18th LSAC meeting. She reviewed the current LSAC meeting format which has the members meeting for an hour to review what issues they would like DPH to address and fix.
- They want to have a representative at a meeting to discuss the SNS.
- Some people are wondering what is going on with the regional educators.
- Some people also wanted to know what the role of the Public Health Institute is.
- There was a move to keep the alternate representative from attending the meeting. But after some discussion they decided to allow any region with over 50 communities to let their alternate attend (we are the only region with this many communities).
- There was a discussion on the H1N1 virus and the efficiency of the N95 mask versus the surgical mask.
- The committee also asked if the state will provide bridge funding in the event the CDC funding does not arrive on time.
- There was a question as to whether the SNS contained syringes. According to Mary Clark it did not. At this time there is no further distribution of SNS stocks planned.
- Sandy Collins was concerned about messages to churches which would provide guidance on preventative measures such as social distancing which might conflict with some churches practices. Paul related some experiences from a previous meeting with some church groups that indicated some practices might be contrary to such guidance.

Personnel Committee: Lenny Izzo

- There is nothing to report at this time. Trevor's contract was kicked back because it had Jay Gardner's signature on it. After this was corrected it went back to be finalized.

Equipment/Acquisition/Training Committee: Sandra Knipe

- Sandi stated that the EAT Committee needed to schedule another meeting when Kerry would be available to attend and brief the committee on the status of current projects.
- Sandi also asked about the status of the order for the battery re-conditioners since she had some batteries that had died.
- Some committee members wondered if we could order the headlamp lights designed to be worn on the head as emergency supplies.
- Trish asked if grant money could be used to purchase syringes and was told that we could. It was mentioned that Mary Clark said that vaccines "may" be furnished in pre-filled syringes in the future.
- Phil reported that the state is looking at holding pediatric clinics in schools in the future.

MRC Sub-Committee: Jamie Terry

- Lois stated that no meeting had been held.
- Shawn said that some things were on hold pending the next meeting. Their trainings have been going very well. Some people have had to be turned back from training due to the demand.

Strategic Planning Committee: Tom Purcell

- There is nothing to report.

Old Business:

- The MEHA annual meeting will be held at the Danvers Yacht Club on June 4th.

New Business:

- Lenny mentioned that animals were not allowed in shelters and asked what could be done to take care of animals in an emergency situation. Someone mentioned that CMDART handles this. Chris stated that this was a local issue. Phil stated that there were models available which people could research and use.
- Paul stated that he was planning on hiring a college intern and wondered if he could bring this person to the meetings. Chris replied that this was permissible.
- Lenny asked if he could bring Bob Morrison to the next Steering Committee meeting. Everyone thought that this would be a good idea.
- Sandi asked if anyone was having problems receiving the HHAN messages. No one indicated any sort of problem existed.

Cheryl Rawinski made a motion to adjourn the meeting. This was seconded by Tom Purcell. The motion was approved unanimously.

The meeting adjourned at 11:03am.