

EXECUTIVE COMMITTEE MEETING MINUTES
March 12, 2009; 9:00 AM
25 Meade St., Worcester, MA

IN ATTENDANCE: Chris Montiverdi (Chair)(Leicester); Phil Leger (Vice-Chair)(Athol); Lee Jarvis (Spencer); Missy Kakela-Bottom (Mendon); Lois Luniewicz (Grafton); Paul McNulty (Westborough); Trish Parent (Upton); Andy Pelletier (Auburn); Tom Purcell (Webster); Cheryl Rawinski (Sutton); Kerry Clark (Region 2 Public Health Preparedness Coordinator); Sara Delisio (Program Consultant); Ken Gikas (Program Consultant); Barry Lein (Program Consultant); Forrest Price (Program Consultant);

The Meeting was called to Order by Chairman Chris Montiverdi at 9:25am.

Minutes of the February 26, 2009 Executive Committee meeting were presented for approval. Lois suggested that Cheryl's comment about using Reverse 911 in Sutton in January be amended to read:

"Cheryl mentioned that the town of Sutton had *successfully* used Reverse 911 in January to notify people of a water issue."

Cheryl Rawinski made a motion to accept the minutes as corrected. The motion was seconded by Tom Purcell. The minutes were approved unanimously with the following abstention: Phil Leger.

Next Meetings:

Executive Committee: March 26, 2009, 9:30am, Spencer Rescue Squad, 9 Dewey St., Spencer.

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

Executive & Steering Committees: April 23, 2009, 9:00 & 10:00am, Shrewsbury.

Program Manager Updates: Kerry Clark

- Kerry briefly addressed the group about selecting a memento to present to Nancy Allen at the April 23 Steering Committee meeting. He also stated that he would address any program updates during the sub-committee discussions.

Host Agency Report: Chris Montiverdi

- Chris stated that there was no new host agency updates. Phil Leger asked if the office move was now on the back-burner or possible cancelled due to city budget cuts. Chris reported that this was not the case, but that things were just moving at a slower pace. We will still be able to use the Meade Street facility for meetings.

Homeland Security: Chris Montiverdi

- Chris stated that the Homeland Security Council had met last week but that there was nothing new to report. He also mentioned that applications for project money were due next week. People can go to the CRMPC website for more information.

Regional Mutual Aid: Andy Pelletier

- Forrest Price reported that he had met with the Rutland BOH this past week and that the board was going to request that their town Selectmen approve and sign the Mutual Aid Agreement.
- Phil suggested that people use the recent ice storm as an example of an emergency situation in which mutual aid was used.

- Sara Delisio stated that West Brookfield and some of the Nashoba towns were re-thinking their reluctance to sign an agreement.

Local and State Advisory Committee: Sandi Knipe

- Sandra was not present to present any updates. The LSAC will be meeting next Monday.
- Phil reported that the Boundary Committee had met via conference call several weeks ago. Some regions appeared to be having difficulties working together. Berkshire County divided itself into three sub-divisions (north, central, and south) and this seemed to work for them. Region 2 however had stayed together as a region and was described as a “model for the rest of the state”.
- One comment that came from the committee was, “If you want to change, at least try to go through the mediation process first.”
- Phil also talked about the dynamics of interaction and used the town of Orange as an example.
- Chris said that Mike Coughlin is preparing an abstract for MHOA on building effective preparedness coalitions and wants to focus on our region due to our effectiveness.
- Phil then mentioned that there were changes in the Bathing Beach regulations and these were posted for comment on the DPH website for BOHs to make any comments. It appears that BOHs will now have to permit these locations.

Personnel Committee: Lenny Izzo

- Kerry stated that he is just waiting on Trevor to submit his insurance documentation.
- The sub-committee also decided not to hire another consultant since the workload seems to be just right for the consultants we have now (with Trevor).

Equipment/Acquisition/Training Committee: Sandra Knipe

- Kerry presented an email from Sandra with some updates from the last EAT committee meeting.
- The committee is working on developing both a training and distribution plan for the satellite phones.
- The committee also talked about the mobile radios and the battery re-conditioner for the current batteries. They are also planning on obtaining several FRS radios to test their performance to see where they would work best.
- Kerry is working on trying to get permission from DPH to purchase trailers. A suggestion was made to try to obtain a trailer to view at the next Steering Committee meeting. One critical question is what should be stocked in the proposed trailer. Many different items were suggested by committee members.
- Kerry stated that he is accepting requests from towns to purchase a copy of the book “The Unthinkable” for the local BOHs. He also stated that the previous book order has been received and will be distributed shortly.
- The RFP for the TTX which the coalition is hosting has gone out. The Tri-EPIC TTX was held on Mar 11 and was less than satisfactory. The turn-out was very good and they had the various disciplines involved at the table. It seemed like the people running the exercise missed what the region wanted. Chris stated that as a result, we will be requesting examples of the exercise materials from future vendors.

MRC Sub-Committee: Jamie Terry

- Shawn Winsor briefed on the recent MRC sub-committee conference call.
- There will be a new MRC Training Curriculum. Tim Redding will be the sub-contractor developing this. The training will start in April.

- We still have no clear answer or guidance on CORI checks and re-CORI checks for MRC members.
- Legislation to protect volunteers is currently being discussed again in the legislature.
- There will be a volunteer week will be coming up next month.
- There is an initiative for MRCs to out-reach to train together with CERT teams and the ARC.

Strategic Planning Committee: Tom Purcell

- Tom is looking for feedback from members on the inter-municipal agreement template which he shared at the last meeting.

Old Business:

- Phil reported that Athol recently had some R911 training from the Sheriff's Department. It was good training with an emphasis on the Communicator Tool for the community. Bob Noonan is the contact person at the Sheriff's Department. They feel that if people do not use this capability that it will eventually go away. More communities that sign up would mean more lines to use.

New Business:

- Chris told the committee that Derek Brindisi has been nominated and will receive the Young Public Health Leadership Award by the MPHA at the annual breakfast in May in Boston.

Cheryl Rawinski made a motion that the meeting adjourn. This was seconded by Trish Parent. The motion was approved unanimously.

The meeting adjourned at 10:50am.