



**REGION 2 PHEP
Steering Committee Meeting
AGENDA**

**Tuesday May 4, 2017 / 9:00 AM
Charlton Library, 2nd Floor Dexter Hall Room
40 Main Street
Charlton, MA 01507**

- Review minutes of the following meetings: (5 min)
 - April 6, 2017
 - Executive Session April 6, 2017
- Next Meeting(s)
 - June 1, 2017 Location TBD
 - July 6, 2017 Location TBD
- Town Highlight (10 min)
- Program Coordinator Update – Katrina Stanziano (15 min)
 - OPEM Updates
 - JRA
 - Full Scale Exercise (functional exercise)
 - BP 5 Deliverables
 - We have completed all SNS drills for BP5.
 - What due in Q4: Q4 WebEOC Drill, 24/7 Contact List, ICS Master list
 - Vendor project update
 - The vendor was able to get to 18 of the 74 towns to conduct inventory, once we have a finalized product we will share with the towns.
 - Region 1 Booklet Sample
 - NACCHO paperwork due by May 12th for reimbursement
 - All EAT Request for the new grant year are due May 26th
 - BP 1 Work plan & Budget
 - Review deliverables & how we want to work them into the workplan & budget
 - EP Booklets, Region 1 Booklet
- Sponsoring Org Update – Colleen Bolen/Alissa Errede (15 min)
 - BP 5 Funding Update
- Local & State Advisory Council (LSAC)- Steve Baccari/Stephanie Bacon (10 min)
 - No meeting, next meeting May 15th
- Region 2 HMCC- Trish Parent/Dottie McNamara (10 min)
 - HMCC Conference

- Regional Workgroups (25 mins)
 - Personnel Workgroup
 - MRC Workgroup
 - Strategic Planning Workgroup
- Old Business
- New Business