



**REGION 2 PHEP  
Steering Committee Meeting  
AGENDA**

**Thursday, September 7, 2017 / 9:00 AM  
Charlton Library, 2<sup>nd</sup> Floor Dexter Hall Room  
40 Main Street  
Charlton, MA 01507**

- Review minutes of the following meetings: (5 min.)
  - August 4, 2017
- Next Meeting(s)
  - October 5, 2017 Location Worcester
  - November 2, 2017 Location TBD
- Town Highlight (10 min)
- Program Coordinator Update – Katrina Stanziano (35 min)
  - OPEM Updates
    - WebEOC Reminders
    - JRA Meeting – Oct 26<sup>th</sup> Beechwood
  - BP 1 Updates
    - Deliverables
    - Planner Update
    - Rep Letters
    - WebEOC Practice Drill Results
    - Conference Update
    - Regional Purchase Policy
    - EAT Request Policy
    - Timeline for submitting EAT Request
    - Vendor List
  - Feedback survey results
  - Inventory & Tagging of PHEP Supplies Update
- Host Agency Update –Alissa Errede (15 min)
  - BP 5 Wrap Up
  - BP 1 Funding Update
- Local & State Advisory Council (LSAC) - Steve Baccari/ Steph Bacon (10 min)
  - Next meeting isn't until September 18<sup>th</sup>
- Region 2 HMCC –Trish Parent/Dottie McNamara (10 min)

- Regional Workgroups (25 min)
  - Personnel Workgroup
  - Education, Acquisition & Training Workgroup (EAT)
  - MRC Workgroup
  - Strategic Planning Workgroup
  
- Old Business
  
- New Business