



**REGION 2 PHEP**  
**Steering Committee Meeting**  
**AGENDA**  
**Thursday, November 5, 2020 / 9:00 AM**

- Roll Call and Chairman Announcements
- Review minutes of the following meetings: (5 min.)
  - October 1, 2020
- Next Meeting(s)
  - December 3, 2020 Location virtual
  - January 7, 2020 Location virtual
- Program Coordinator Update – Katrina Stanziano (20 min)
  - OPEM Updates
  - COVID-19 update
  - BP 2 Updates
    - SNS drills- Jamie
    - EDS Quick start app
    - EDS Plans- Forrest
    - CIS Template
    - Access and Functional Needs project- Jamie
  - Education, Acquisition & Training Workgroup (EAT)
    - Northborough- Verizon Hotspot & Service Plan (\$509.87)
    - Northborough- Outfitting trailer (Cost TBD)
    - Westminster- tents, signs, and tables (Cost TBD)
    - Douglas- Copier & thermometer (\$541.54)
    - Clinton- iPad & case for public health nurse (\$928.00)
    - Sutton- signage, vests, safety batons, tape, and tents (\$2,069.75)
    - Northborough & Clinton Trailers- need roof repairs and tire repairs- this is funding from BP 1. This funding will not exceed \$1,000.
    - Regional Purchases
- Host Agency Update –Alissa Errede (15 min)
  - BP 1 Wrap Up/Carry Forward
  - BP 2 Funding Update
  - Regional PPE cache
- Medical Reserve Corps update- MRC Coordinators
- Local & State Advisory Council (LSAC) - Steve Baccari/Jim Philbrook (10 min)

- Region 2 HMCC –Trish Parent/Dottie McNamara (10 min)
- Town comments related to PHEP matters such as funding, deliverables, etc.
- Regional Workgroups
  - Trailer workgroup
    - Current members: Jim Philbrook, Darlene Coyle, Phil Leger, Alissa Errede, and Katrina Stanziano
    - Regional Trailer Maintenance and PPE plan
  - New workgroup
    - Emerging Infectious Disease – to provide support and input for the update of the current EID plan.
- Old Business
- New Business