

STEERING COMMITTEE MEETING MINUTES

Thursday, October 4, 2018

Red Apple Farm

455 Highland Ave, Phillipston, MA

IN ATTENDANCE: Steve Baccari (Westborough)(Chair); Trish Parent (Upton); Alissa Errede (Worcester DPH/CMRPHA); Forrest Price (Planner); Lenny Izzo (Milford); Katrina Stanziano (WDPH); Cheryl Rawinski (Sutton); Eileen Dyson-Alexander (Auburn); Tom Bonci (Clinton); Rita McConville (Westminster); Casey Mellin (Northborough); Lisa Daoust (Spencer); Barry Lein (Sterling); Ruth French (Phillipston); Allison Egan (Reg. 1A-Berkshire); Philip Leger (Grafton); Andy Pelletier (Southbridge); Greg Lewis (Reg. 1B- Franklin); Missy Kakela-Boisvert (Mendon)

The meeting was called to order by Chair Steve Baccari at 9:04 am.

Minutes Review: The minutes from the September 6, 2018 Steering Committee was presented for review and approval.

Cheryl Rawinski made a motion that we accept the September 6, 2018 Steering Committee meeting minutes as presented. This was seconded by Tom Bonci. The motion passed unanimously.

Next Meetings:

- Steering Committee Meeting: November 1, 2018/9:00am/Location- Milford Fire Station
- Steering Committee Meeting: December 6, 2018/9:00am/Location- Sutton

Program Coordinator: Katrina Stanziano

OPEM Updates

- Katrina let the group know that there is a statewide planner meeting next week and that Jamie and Forrest will be attending.

BP 1 X Updates

- Deliverables for Quarter 2
 - All that is due in quarter 2 are the 24/7 Call Down updates.
- Katrina is still accepting rep letters from communities.
- Katrina shared with the group the updated Principles of Operations and asked for any feedback. The only change the group felt should be made was to remove a line about having the Executive Committee meet annually.

Trish Parent made a motion that we remove that line item about having the Executive Committee meet annually. This was seconded by Phil Leger. The motion passed unanimously.

- Katrina informed the group the next budget modification is coming up in November and that request will be due to her by Friday, October 26th.

Host Agency Update: Alissa Errede

BP 1 X Funding Update

- Alissa introduced the new Planning & Ops Coordinator (Ari Winograd) and informed the group he starts next Tuesday.
- Alissa informed the group that all funding has been return to the state.

Local & State Advisory Council (LSAC) – Steve Baccari/Jim Philbrook

- Nothing to report.

Region 2 HMCC – Trish Parent/Dottie McNamara

- Trish reported that the group has a new Long Term Care rep and that region is hosting an Operationalize ICS course in quarter 2.

Regional Workgroup

Personnel Workgroup:

- Nothing to report

Education, Acquisition & Training (EAT) Workgroup:

- Nothing to report

MRC Workgroup:

- Katrina informed the group that WMRC is hosting hands only CPR in Lancaster on October 17, 2018 and asked if they could post the flyer at their town halls.

Strategic Planning Workgroup:

- Nothing to report.

Old Business:

- None.

New Business:

- None.

Phil Leger made a motion that we adjourn the meeting which was seconded by Lenny Izzo. The meeting adjourned at 10:20 AM by unanimous consent.

Minutes approved at the November 1, 2018 Steering Committee meeting.

Respectfully submitted: Steve Baccari, Chair, Region 2 PHEP Coalition