

STEERING COMMITTEE MEETING MINUTES  
Wednesday, April 22, 2020  
Virtual Meeting

IN ATTENDANCE: Alicia McCartin (Southbridge); Cheryl Rawinski (Sutton); Kristin Black (Uxbridge); Dottie McNamara (Fitchburg); Katrina Stanziano (WDPH); Alissa Errede (WDPH); Jim Philbrook (Charlton); Trish Parent (Upton); Lenny Izzo (Milford); Phil Leger (Royalston); Eileen Alexander (Auburn); Barry Lein (Sterling); Steve Baccari (Westborough); Lisa Daoust (Spencer); Deborah Vondal (Athol); Jamie Terry (Planner); Tom Dillon (West Boylston); Colleen Strapponi (Blackstone); Jennifer Sullivan (Webster); Tom Bonci (Clinton); Andy Pelleiter (Southbridge); Forrest Price (Planner); Missy Kakela-Boisvert (Mendon); Jeff Paster (Lancaster); Katherine Holden (Lancaster); Cathleen Liberty; Dennis Costello (Boylston)

The meeting was called to order by chair Steve Baccari at 10:30 AM.

**Minutes Review:** The minutes from March 2, 2020, Steering Committee were presented for review and approval.

**Jim Philbrook made a motion that we accept March 2, 2020, Steering Committee meeting minutes. This was seconded by Cheryl Rawinski. The motion passed unanimously.**

**Next Meetings:**

- Steering Committee Meeting: May 7, 2020- virtual
- Steering Committee Meeting: June 4, 2020- virtual

**Agenda items:**

- EDS/Closed EDS: the group was encouraged to start reviewing their EDS plans. They were also encourage to use the planners to help them since, deliverables have been put on hold. They were also told to think about potential Closed EDS locations as well.
- Mutual aid: the group had a small discussion around the current mutual aid plan that exist in the region and about the statewide mutual aid plan. Katrina will send out put lists.
- Trailers: the group was encourage to make sure the regional public health trailers are moveable and have been inventory. In addition, Forrest is working on confirming POC and addresses for all regional equipment.
- Funding: The group voted to put together a small group to discuss how to spend the remaining funding for BP 1. The group will consist of Tom Bonci, Lenny Izzo, Kristin Black, Steve Baccari and Jim Philbrook.

**Jim Philbrook made a motion that we accept the following people to make decision about funding. This was second by Cheryl Rawinski. The motion passed unanimously.**

**Jim Philbrook made a motion that we adjourn the meeting, which was seconded by Cheryl Rawinski. The meeting adjourned at 10:52 AM by unanimous consent.**