

STEERING COMMITTEE MEETING MINUTES  
Thursday, May 5, 2022  
In-Person Meeting

IN ATTENDANCE: James Philbrook (Charlton)(Chairman); Kristin Black (Northborough)(Vice Chairman); Michael Nelson (MDPH); Pam Masters (WDPH); Shane Keville-Wagner (WDPH); Alissa Errede (WDPH); Colleen Bolen (WDPH); Jamie Terry (Planner); Jennifer Sullivan (Westborough); Andrew Pelletier (Southbridge); Kathleen Dixon (Rutland); Bruce Wilson (Bellingham); Erin Hightower (Uxbridge); Rick Rossi (Gardner); Jeanne Gniadek (Northbridge); Jeff Paster (Lancaster); Barry Lein (Sterling); Jackie Murphy (Milford); Lisa Tamagni (Milford); Lois Luniewicz (WRMRC); Trish Parent (Blackstone/Upton); Ann Loree (Westminster); Philip Leger (Royalston+); Jane O'Brien (Athol); Debra Vescera (BVPPH); Deborah Vondal (Athol); Alyssa Price (SCMPH); Daniel Markman (BVPPH); Tom Bonci (Clinton); Trevor Brusio (N. Brookfield); Connor Robichaud (CMRPC); Rike Sterrett (Oxford); Ken Lacey (Sturbridge); Tricia Valiton (Sturbridge); Cathleen Liberty (Franklin); Camille Griffin (Webster); Chrissy Florence (Palmer)

The meeting was called to order by Chairman Jim Philbrook at 8:37 AM.

**Chairman Announcements:** Jim Philbrook apologized for recent discussions during meetings and thanked Alissa Errede for her hard work.

**Minutes Review:** The minutes from the April 7<sup>th</sup>, 2022, Steering Committee were presented for review and approval.

**Lois Luniewicz mentioned one correction. "Mass Response" should be changed to "MA Responds". The correction was made.**

**Phil Leger made a motion that we accept the April 7<sup>th</sup>, 2022, Steering Committee meeting minutes as amended. This was seconded by Tom Bonci. The motion passed.**

**Program Coordinator and Sponsoring Organization: HMCC Team & Michael Nelson**

- BP3 Spend Down-Michael Nelson stated they are in the process of finishing the budget. Also, the bids for EDS supplies closed yesterday. They should find out who bid on it this week.
- Trailer Project Updates-Shane Keville-Wagner stated the vendor is currently working on two trailers and there are two left to complete.
- BP4 (FY23) Budget and Planning- BP4 is quickly approaching. Michael stated the workplan and budget will be reviewed at the June meeting. Also, EAT Request information will be sent out soon.

## **Planner and Committee Updates**

- Volunteer Coordination/Medical Reserve Corps - MRC Coordinators
  - Lois Luniewicz stated today is the Massachusetts MRC Statewide Meeting. They will be rolling out the workplan and budget changes for BP4 FY23. Also, volunteers will be participating at an event at Anna Maria on June 20<sup>th</sup>.
- Local & State Advisory Council (LSAC) - Jeff Stephens/Kristin Black-
  - Jeff Stephens stated the next meeting is on June 11<sup>th</sup>.
- Region 2 HMCC: HMCC Representatives from Public Health
  - Rike Sterrett stated the Stakeholders Meeting will be held on May 25<sup>th</sup>. Bids for the western shelter close today. Also, an email was sent out with a link to participate to be on the HMCC Website Subcommittee.
  - Cathleen Liberty stated long-term care and hospitals are experiencing staffing issues. They are also seeing increases in Covid cases.

Trish Parent said the state will be doing homebound visits for boosters. The phone number to schedule in-home visits is (833)-983-0485. The complete homebound information can be found on the state's website.

**Next Meeting-** June 2<sup>nd</sup>, 2022- Tree House Brewing Company in Charlton

**Phil Leger made a motion that we adjourn the meeting. This was seconded by Anne Loree. The meeting adjourned at 8:49 AM by unanimous consent.**

DRAFT