

**BRISTOL COUNTY PUBLIC HEALTH EMERGENCY PREPAREDNESS
COALITION MEETING- PUBLIC POSTING NOTICE**

RECEIVED
TOWN CLERK

Acushnet, Attleboro, Berkley, Dartmouth, Dighton, Easton, Fairhaven, Fall River, Foxboro, Freetown, Lakeville, Mansfield, New Bedford, North Attleboro, Norton, Raynham, Rehoboth, Seekonk, Somerset, Stoughton, Swansea, Taunton, Westport

2018 JUN 12 PM 3:22
FAIRHAVEN,
MASS.

Meeting Logistics

June 19, 2018

1:30pm-3:30pm

184 West Main Street

2nd Floor-Suite 8

Norton, MA 02766

Agenda

Kelly Pawluczzonek-Chair of Executive Board

Approve previous month's minutes- May
LSAC report

Monthly Updates

Planner/Coordinator update- Deni Phaneuf

- Q4 Deliverables summary
- BP1X deliverables

Elaine LaCoursiere- HMCC

- Bristol spreadsheet-June
- BP1X Budget

Lisa Crowner-Regional Coordinator, DPH

- Updates

Brian Gallant- Program Manager

- HMCC updates

Liisa Jackson- MRC Coordinator

- Updates

Next Coalition Meeting: To be announced

BRISTOL COUNTY PUBLIC HEALTH EMERGENCY PREPAREDNESS

EXECUTIVE BOARD MEETING PUBLIC POSTING NOTICE

Acushnet, Attleboro, Berkley, Dartmouth, Dighton, Easton, Fairhaven, Fall River, Foxboro, Freetown, Lakeville, Mansfield, New Bedford, North Attleboro, Norton, Plainville, Raynham, Rehoboth, Seekonk, Somerset, Stoughton, Swansea, Taunton, Westport

RECEIVED
TOWN CLERK
2018 JUN 12 P 3:22

Meeting Logistics

June 19, 2018

12:00pm to 1:30pm

184 West Main Street

2nd Floor-Suite 8

Norton, MA 02766

FAIRHAVEN,
MASS.

Agenda

Kelly Pawluczonek -Chair

Approve previous month's EB minutes-May

LSAC report

Monthly Updates

Deni Phaneuf-Coordinator/Planner

- Deliverables update Q4
- BP1X deliverables

Elaine LaCoursiere-HMCC

- Q4 Spreadsheet-June
- BP1X Budget

Liisa Jackson-MRC Coordinator

- Update/Upcoming events

Lisa Crowner-Regional Coordinator-DPH

- Update

Brian Gallant-HMCC

- Update/Upcoming events

Hot Topics Discussion

Next EB Meeting: Date to be announced

Bristol County PHEP Coalition Meeting Minutes
May 15, 2018

RECEIVED
TOWN CLERK

2018 JUN 12 P 3:25

Attendance: Kelly Pawluczonek, Christian Zahner, Henry Vaillancourt, Joe Carvalho, Heather Gallant, Brian Gallant, Denise Phaneuf, Ali Novak, Liisa Jackson.

FAIRHAVEN.
MASS.

Acronyms:

- BP1X- Budget Period 1X (July 2018-2019)
- BP1- Budget Period 1 (July 2017-2018)
- SNS-Strategic National Stockpile
- CDC- Center for Disease Control and Prevention
- DPH- Massachusetts Department of Public Health
- EB- Executive Board (sometimes referred to as EC-Executive Committee)
- EDS- Emergency Dispensing Site
- EP- Emergency Preparedness
- HMCC- Health and Medical Coordinating Coalition
- LSAC- Local and State Advisory Committee
- MEHA- Massachusetts Environmental Health Association
- MAHB- Massachusetts Association of Health Boards
- MEMA- Massachusetts Emergency Management Agency
- MHOA- Massachusetts Health Officers Association
- MOU-Memorandum of Understanding
- MRC- Medical Reserve Corps
- PHEP- Public Health Emergency Preparedness
- POD- Point of Dispensing
- Q1- Quarter 1(July-September)
- Q2-Quarter 2 (October-December)
- Q3- Quarter 3 (January-March)
- Q4- Quarter 4 (April-June)
- MassMAP- Massachusetts Mutual Aid Plan

Motion made and seconded	Vote
Meeting called to order at 1:36p.m.	Unanimously passed
To approve Coalition meeting minutes from March (An April Coalition meeting did not take place; there are no meeting minutes from April). Approved as written.	Unanimously passed
To accept BP1X budget as recommended and outlined by Executive Board.	Unanimously passed
To give Elaine and Kelly the ability to make necessary changes to budget before submittal if needed.	Unanimously passed
To adjourn at 3:15 p.m.	Unanimously passed

Documents sent out before meeting:

- 4-15-18 Bristol PHEP EB Agenda
- 4-15-18 Bristol PHEP Coalition Agenda
- 4-17-18 EB meeting minutes UNAPPRD
- 3-20-18 Coalition meeting minutes unapproved
- 4-17-18 Coalition meeting minutes unapproved
- Copy of Bristol BP1 Spreadsheet-May

Coalition meeting called to order by Kelly Pawluczonek, Chair: 1:36 p.m.

Announcements

All members were welcomed.

A motion was made by Beth and seconded by Kevin to open the May Coalition meeting. Unanimously passed.

Emily made a motion to approve coalition meeting minutes for March and April as written. Beth seconded. Passed.

Deni Phaneuf- Planner/Coordinator

Deni reported out on the measurable outcome of the Region 5 Joint Closed POD Workshop that took place on April 26, 2018 at the Mass Maritime Academy in Bourne. Representative Muratore from Plymouth; James Garrow of R. Phillips Associates and Lisa Crouner-DPH Regional Coordinator presented at the workshop. Sixty-five people were in attendance, comprised of two attendees from the Mashpee Wampanoag Tribe; Rachel Fleck from MEMA; Martha's Vineyard BOH agent from Tisbury; a total of 19 Board of Health agents/directors; UMASS Dartmouth staff person; Massasoit Community College representative; Tabor Academy representative; fourteen healthcare partners; six panel members including Chase Hunter from DPH SNS; Chris Michaud-Dartmouth Health Director; UMASS Dartmouth Health & Safety Officer; three Emergency Planners from Region 5.

All planners in Region 5 have been working with Lisa Crouner, Regional Coordinator on the Joint Closed POD Workshop Project deliverable for the last several months. All felt the workshop, with a focus on long term care and access and functional needs, was a successful event. Evaluations were very positive.

Deni also reported on SNS drill deliverables. Planners continue to assist communities with drills. Facility set up drills went very well and created a more cohesive environment among those that attended. As a direct result, local EP planning and response meetings have increased.

Westport plans to have a health agent very soon and will help with EP deliverables. A new public health nurse will be starting in a couple of weeks. She will work on MAVEN and emergency preparedness, according to a BOH member that was present at the meeting. Deni and Lisa will provide technical assistance. In Q4, the planners will assist with COOP updates for each community, the 24/7 contact list, update the Q4 workplan and other deliverables.

Elaine LaCoursiere -HMCC (Unable to attend)

Lisa Crouner DPH (Unable to attend)

A motion was made to adjourn by Dr. Vaillancourt and seconded by Chris Michaud at 3:15 p.m. Passed.

The next Coalition meeting will take place on **June 19, 2018** at the **Norton Media Center**, 184 West Main Street, Norton.

Respectfully submitted,

Denise Phaneuf

6/4/2018	Bristol Coalition BP1 (July 1, 2017 - June 30, 2018)	Proposed Budget BP1X July 1, 2018-June 30, 2019
Contractual		
Denise Phaneuf	66,300.00	
Ali Novak	66,300.00	
MRC Coordinator	39,780.00	
Communication	33,000.00	
Total Contractors	205,380.00	
Supplies		
Ipad (1) - Fall River	635.00	
Laptops (2)- Easton & Attleboro. \$900 each	1,800.00	
Total Supplies	2,435.00	
Total Conference Training:		
MHOA Conference	1,500.00	
Yankee Conference	1,500.00	
MAPHN Conference- Spring	1,500.00	
Bristol and Plymouth Project	1,500.00	
Total Training	6,000.00	
Admin MAHB	10,000.00	
BP1X New Grant: 223,815.00	223,815.00	