**Region 3D North Shore Cape Ann Public Health Emergency Preparedness Coalition**

**Meeting Minutes**

Meeting Location: Via Zoom Conferencing

https://us06web.zoom.us/j/96305868856

Meeting ID: 963 0586 8856

Audio Call In – 1-646-876-9923

Wednesday, May 25, 2022

1:30PM - 3:30PM

**Voting Members in Attendance (Virtual):**

Andrew Petty, Chair Marblehead Health Department

Frank Giacalone, Judith Ryan Danvers Health Department

Max Schenk, Rachael Belisle-Toler, Kate Cunningham Gloucester Health Department

Norris Guscott Lynn Health Department

Pam Crehan Manchester Health Department

Tracy Giarla Marblehead Health Department

Sharon Cameron Peabody Health Department

David Greenbaum, Suzanne Darmody Salem Health Department

Teresa Riley-Singh Saugus Health Department

Neia Illingworth Swampscott Health Department

Maribeth Ting Wenham Health Department

Rachel Lee Regional (Hamilton, Wenham, Essex, and Rockport)

**Non-Voting Members in Attendance (Virtual):**

Karen Contador BME

Beth Robert HMCC/MAPC

Liisa Jackson MRC Coordinator

Felicia Balbi MDPH/OPEM

Brad Downey MAPC

Brian Luther MAPC

Anna Wielgosz BME

**Voting Members Absent:**

Bill Burke, Teresa Kirsch Beverly Health Department

Erin Kirchner, Kellie Keenan Essex Health Department

Dennis Palazzo Danvers & Hamilton Health Departments

Michele Desmarais, M.J. Duffy-Alexander, Elaine D’Agostino,

Jennifer Almonte Lynn Health Department

Ellen Lufkin, Bobbie Cody Manchester Health Department

Deborah Murphy, John Coulon, Antonio Barletta Nahant Health Department

Chassea Robinson Peabody & Rockport Health Departments

Leslie Whelan Rockport Health Department

John Fralick Saugus Health Department

Jeff Vaughan Swampscott Health Department

Greg Bernard, Andrew Ting Wenham Health Department

**The following documents were used/referenced during the meeting:**

* Coalition Meeting Agenda for May 25th, 2022
* Coalition Meeting Minutes from May 3rd, 2022

**Call to Order**

* Chair Andrew Petty called the meeting to order at 1:35 pm

**Welcome & Introductions/Attendance Roll Call**

* Mr. Petty welcomed everyone to today’s meeting.
* Mr. Luther took roll and noted attendance.
  + Danvers, Essex, Gloucester, Hamilton, Lynn, Manchester-by-the-Sea, Marblehead, Peabody, Rockport, Salem, Saugus, Swampscott, and Wenham were present.

**Approval of Meeting Minutes**

* Motion put forth by Mr. Schenk to approve the draft minutes for the May 3rd meeting as submitted. Mr. Greenbaum seconded.
  + Danvers, Essex, Gloucester, Hamilton, Lynn, Manchester, Marblehead, Rockport, Salem, Saugus, and Wenham voted to approve. Swampscott abstained. Motion approved.

**MDPH/OPEM Update**

* Ms. Balbi provided the MDPH/OPEM update.
* State has requested 100 smallpox vaccine doses for monkey pox from the national stockpile.
* 2 new staff will be starting on June 6.
* Two Gothams’ Therapeutics sites are being transitioned across the state. One from Pittsfield to Berkshire Medical Center. One in Dartmouth is transitioning to a location in Fairhaven.
* The PHEP grant has transitioned away from the traditional workplans. In BP4 Planners and Coordinators will use focus areas that directly tie into funding. Focus areas are related to EDS sites, communications, and professional development. The information will be wrapped up into survey tool to be updated on a quarterly basis by coordinators. Focus areas and the budget are tied together.

**Budget Discussion**

* Mr. Downey provided a budget/purchasing update.
* A draft budget for the upcoming fiscal year has been developed and was reviewed at the executive committee meeting. Coordinator and planner lines have remained level funded from last year. A contractual line for hotspot devices and service was added, and the contractual allocation for FirstNet devices and services increased slightly from last year. The supplies line will include funding for vaccination coolers. The coalition received $999 less than last year.
* There was a consensus that Verizon hotspots would be preferred, and Lynn reported no issues with their ORBIC devices. Further review will be done to determine the most appropriate vaccine cooler.
* Motion put forth by Mr. Greenbaum to approve the initial budget as presented. Ms. Ryan seconded.
  + Danvers, Essex, Gloucester, Hamilton, Manchester, Marblehead, Peabody, Rockport, Salem, Saugus, Swampscott, and Wenham voted approve. Lynn abstained. Motion passes.

**PHEP Coordinator Update**

* Mr. Luther provided the PHEP Coalition Coordinator update.
* Instead of a workplan, purchases will be linked to focus areas for region. Each region will have 3-5 focus areas, which have been drafted by the planners and coordinators. Region 3D has 3 with the option to add 2 more later if needed. Quarterly updates from each community on each of those focus areas will be part of the grant deliverables.
* FirstNet tier has been bumped up to a higher tier starting this week.
* Anyone else who is not receiving RedFlag messages should let the coordinators know.
* All 3 executive committee positions are up for reelection for the new budget period. Mr. Petty and Mr. Greenbaum have expressed interest in retaining their position. Ms. Lee expressed interest in taking over for Ms. Ryan. Voting will occur via email over the next month.
* The next meeting is scheduled for Wednesday June 22nd**.**

**PHEP Planner Update**

* Ms. Wielgosz gave the Planner update.
* Planners are wrapping up the regionwide AAR. Coalition wide AARs are given to the state through Ms. Balbi.
* Planners are available to help any communities that want to update their EDS plans before the close of the budget period.

**HMCC/MAPC Update**

* Ms. Robert provided the HMCC/MAPC update.
* RFPs are out for planners and coordinators, with RFPs for MRC coordinators going out shortly. Proposals due back to MAPC by June 7th.
* A survey was pushed out that must be completed annually for coalition members to provide feedback on PHEP planners and coordinators, and MRC coordinators.
* The HMCC will be hosting an in-person Q4 meeting to be held June 23, 2022, from 1-3:30 at Northern Essex Community College campus in Haverhill. The meeting will be focused on hazard mitigation for regional stakeholders.
* An assessment on the upcoming hurricane season was recently released by MEMA and will be followed up with a presentation, as hurricanes are one of the identified hazards.

**MRC Update**

* Ms. Jackson provided the MRC update.
* The number of COVID clinics has decreased slightly, but MRC volunteers are still available for any future clinics or public health events.

**COVID 19 Discussion/Community Updates**

* Ms. Ryan reported for Danvers. There has been a continued uptick in COVID cases, with increased positivity rates. Still reporting cases of influenza type A.
* Ms. Lee reported for Essex. COVID clinics continue every other week, teaming up with Manchester. They are working on administering booster shots for the 5-11 age group. They are handing out free test kits and KN95 masks. Cases are increasing, but acuity is low.
* Mr. Schenk reported for Gloucester. COVID numbers are also increasing, with a 15% positivity rate for cases. Kate Cunningham has joined the Gloucester health team as a public health nurse.
  + Mr. Shenk will be retiring July 29, 2022.
* Ms. Lee reported for Hamilton. Hamilton continues to run weekly COVID clinics and will be doing vaccination clinics for children under 5 once that vaccine has been approved. Staff attended a recent training on holding young children for vaccinations. Hamilton continues to partner with Wenham for clinics and are handing out free test kits and KN95 masks.
* Mr. Guscott reported for Lynn. COVID positivity rate has jumped up to 7%. Lynn is handing out at-home tests to different individuals who come into the office. There have been 2 clinics per month, though the numbers of those attending have been dwindling recently.
* Ms. Crehan reported for Manchester-by-the-Sea. COVID cases are up, and positivity rates are up to 12%. Manchester is teaming up with Essex to run biweekly clinics and are still passing out masks and test kits.
* Ms. Giarla reported for Marblehead. COVID cases have increased, with a 12.5% positivity rate. Staff is getting ready for summer camps, some of which asked about test and stay programs. State just put out new guidance for summer camps.
* Ms. Cameron reported for Peabody. COVID trends are also rising. Peabody is moving forward with a program tested in Somerville to combat an increased rat problem in town. Program includes reverse-defibrillator boxes and fertility control.
* Me. Lee reported for Rockport. COVID case numbers have been increasing, considering a ‘code red’ situation in town. COVID clinics are happening every 3 weeks and have begun boosting 5–11-year-olds.
* Mr. Greenbaum reported for Salem.. COVID numbers are also increasing. There has been an increase in TB cases across the city.
* Ms. Riley-Singh reported for Saugus. COVID cases have been increasing, with two deaths of fully vaccinated individuals. Uptick in TB and Hepatitis cases are reported.
* Ms. Illingworth reported for Swampscott. COVID cases have been up, 12.4% positivity rate. A temporary mask mandate order has been put in place for town meetings. She reiterated communication frustrations from the state regarding salmonella, COVID protocol changes, and monkeypox alerts.
* Ms. Ting reported for Wenham. Positivity rate for COVID has gone up, though Gordon College is no longer in session, so numbers are skewed. She echoed that she is frustrated with continued protocol changes and lack of communication from state.

**New Business/Items Not Reasonably Anticipated by the Executive Committee**

**Motion to adjourn made my Mr. Schenck, seconded by Mr. Greenbaum.**

* Motion approved unanimously.

**The meeting adjourned the meeting at 2:50 PM.**