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

**Executive Committee**

**Meeting Minutes**

Meeting Location:

Danvers Police Department

120 Ash Street, Danvers, MA 01923

Wednesday, September 20, 2023

12:00PM - 1:30PM

**Voting Members in Attendance:**

Andrew Petty Marblehead Health Department

David Greenbaum Salem Health Department

Tracy Giarla Marblehead Health Department

**Non-Voting Members in Attendance:**

Felicia Balbi MDPH

Brad Downey MAPC

Beth Robert MAPC

Jenifer Wallitsch MAPC

Gail Bienvenue MDPH

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

* Executive Committee Meeting Agenda for May 24, 2023.
* Executive Committee Meeting Minutes from September 20, 2023.

**Call to Order**

* Chair Mr. Petty called the meeting to order at 12:10 PM.

**Welcome & Introductions**

* Mr. Petty welcomed everyone to the Region 3D North Shore/Cape Ann Public Health Emergency Preparedness Executive Committee Meeting.

**Approval of Minutes**

* Motion put forth by Mr. Greenbaum to approve the draft minutes for the May 24, 2023, meeting as submitted.
	+ Ms. Giarla seconded.
	+ Mr. Greenbaum, Mr. Petty, and Ms. Giarla voted to approve. Motion accepted.

**MDPH/OPEM Update**

* Ms. Balbi provided the MDPH/OPEM update.
* OPEM has been playing a heightened role into portions of migrant response. If your communities has received and is supporting migrants, you may receive emails from Felicia regarding clinics. Communication and support are the two largest priorities for OPEM.
* OPEM was asked if the PHEP grant would allow for expenses to support migrants.
	+ Pockettalk translators are an allowable expense.
	+ If anyone has ideas on expenses, it is best to ask as OPEM won’t know unless we ask.
	+ Mr. Greenbaum asked if are diapers or formula are an allowable expense and if not, why.
	+ Ms. Balbi responded that PHEP funds cannot be spend on food. Its is likely that the federal government did not approve formula as it is considered a food item.
	+ There may be other channels to purchase these items which may explain the disapproval of diapers.
	+ Local Public Health are operating under an emergency declaration from the governor. But it is not a federal emergency so reimbursement falls to MEMA, not FEMA. Contact your MEMA representative for more information.
* OPEM has been supporting the health care systems make therapeutics accessible.
* The Governor has issued a ban for state entities to purchase plastic bottle. No exemption for emergency management, despite this being the primary way in which emergency management provides water to the masses during an emergency.

**Budget Discussion**

* Ms. Wallitsch provided a budget/purchasing update.
* The FirstNet updated technology purchase was presented.
* Motion put forth by Mr. Greenbaum to approve the purchase of the new FirstNet equipment.
	+ Ms. Giarla seconded.
	+ Mr. Greenbaum, Mr. Petty, and Ms. Giarla voted to approve. Motion accepted.
* For those facing connectivity issues and have provided their number, FirstNet has noted the issue and will continue to give priority access to those numbers. Also, the service quality in Essex should improve as Firstnet changes carrier for the area.

**PHEP Coordinator Update**

* Mr. Luther and Ms. Wallitsch provided the PHEP Coordinator Update.
* Tracy Giarla has volunteered to serve as the Public Health Nurse Representative on the EC. The Coalition will need to vote to confirm officially.
* The Coordinators will send out the Principles of Operation, updated in March, for comments and updates. This is done annually.
* The Coordinators are working on the Equity project and are hoping to line up a four part series with subject matter experts and is currently waiting on responses.
* Portable Chargers that were purchased in BP4 are available for towns. Each town should see Jenifer after the Coalition meeting to collect their 2 chargers.
* The next meeting is scheduled for Wednesday, October 25, 2023.

**HMCC/MAPC Update**

* Mr. Witts provided the HMCC/MAPC update.
* The Duty Officer was activated for the hurricane that missed Massachusetts. No issues reported.
* MAPC has begun preparation for Stakeholder meetings. It is intended that the meetings will be half virtual, half in-person with two lectures and two workshops. It will include a four-part series on IT failure and is waiting to hear back from the CISA representative.

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

* None.

**Motion put forth by Mr. Petty to adjourn the Executive Committee Meeting.**

* Mr. Greenbaum seconded. Ms. Giarla, Mr. Petty, and Mr. Greenbaum approved. Meeting adjourned 12:47 PM.