



**Health & Medical Coordinating Coalition
Region 3D North Shore/Cape Ann
Public Health Emergency Preparedness (PHEP) Coalition**

Executive Committee

Meeting Minutes

Wednesday, February 25, 2026

12:30 PM

Virtual Meeting

Call to Order

- A. Petty called the meeting to order at 12:34 p.m.

Welcome & Introductions/Attendance Roll Call

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

Approval of Meeting Minutes

- Approval of January 28, 2026, meeting minutes.

Motion put forth by E. Kamarinos

- Seconded by D. Greenbaum
- In Favor: All.
- Opposed: None.
- The motion passed.

Budget Discussion

- J. Wallitsch provided the Budget update.
- The remaining amounts of \$361.48 from workshop #1 and \$1,700 from training #2 will be moved to the supply line for the budget.
- Community Preparedness Training was \$10,000
- Disaster Epidemiology Training was \$8,300.00

PHEP Coordinator Update

- J. Wallitsch provided the PHEP Coordinator update.
- The group was informed of the current inventory status of the reported missing items:
 - Saugus has yet to pick up its items from Marblehead
 - Wenham and Manchester are the remaining communities missing items listed below
 - Holster for Manchester
 - 2 flashlights (one Wenham, one Manchester)
 - 1 flashlight charger (one Manchester, one Wenham)
 - 1 red letter box (both Manchester)
 - The MAPC team will meet to figure out next steps for the remaining items and will discuss with the EC at the March meeting.
- The Coalition did not hold a drill in February due to the snowstorm on the day the drill was scheduled.
- The Community Preparedness Training will take place on March 4, 2026.
- The Disaster Epidemiology Training will take place on March 30, 2026, from 9 AM to 1 PM.
 - An invite will be sent out in the coming days. The training will be held in the Danvers Training Room and will run all morning.
- The group will be sent the Principles of Operations after the meeting for any edits.
 - This will be voted on at the March meeting.



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- The group will be sent a request for inventory for the group to check the serial number of their PocketTalks.

HMCC & MAPC Update

- D. Witts gave the HMCC/MAPC update.
- Elective procedures along with other hospital facilities were closed due to the blizzard.
- Northshore Community Health Center lost power without a working generator for backup.
 - o There is concern over their stored vaccines which is being handled with the state.
- Working with BOG for the end of the year stakeholders meeting.
- An HMCC drill was sent out on February 12, 2026.
 - o Feedback from the drill was notable for confusion around the Duty Officer.
 - A presentation surrounding the role will be held for various communities.

PHEP Planner Update

- J. Lieb gave the PHEP Planner update.
- The EC was reminded of the Crisis and Risk Communications Workshop, which will be held at the Wenham Public Library on March 4, 2026, from 9:30AM to 12:30PM.

DPH/OPEM

- F. Balbi gave the DPH/OPEM Update
- DPH received notice of funding for BP3.
 - o The application deadline is April 13, 2026.
 - o Level funding is anticipated but not guaranteed.
 - o Felicia has federal calls this week where she will hear more information.
 - o Conversations will be held with LSAC on March 9, 2026, about the funding.

New Business Unforeseen by the Chair

- None

Adjourn

Motion put forth by D. Greenbaum

- Adjourn the meeting at 1:09 p.m.
 - o Seconded by: E. Kamarinos
 - o In Favor: All.
 - o Opposed: None.
 - o Abstain: None.
- The motion passed.

Voting Members in Attendance:

Erini Kamarinos	Lynn Health Department
David Greenbaum	Salem Health Department
Andrew Petty	Marblehead Health Department



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Non-Voting Members in Attendance:

Jenifer Wallitsch	MAPC
Nina Miscioscia	MAPC
Jackson Lieb	BME
Felcia Balbi	OPEM

The following documents were used during the meeting:

- EC Meeting Agenda for February 25, 2026
- EC Meeting Minutes for January 28, 2026