



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

**Full Coalition
Meeting Minutes**

*Wednesday, April 29, 2026
1:30 P.M.*

Call to Order

- A. Petty called the meeting to order at 1:35 p.m.

Welcome & Introductions/Attendance Roll Call

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

Approval of Meeting Minutes

- Approval of the March 25, 2026 meeting minutes with minor edits to change the acronym “SR” to “RS” and to remove Neia Illingworth and Dennis Plazzo from the attendance record.

Motion put forth by J. Ryan with the pending edits.

- Seconded by D. Greenbaum
- In Favor: All.
- Opposed: None.
- Abstain: None

The motion passed.

Budget Discussion

- J. Wallitsch provided the Budget update.
- The group was informed that the communication booklets are still in process, and quotes will be discussed at next month’s meeting.

PHEP Coordinator Update

- J. Wallitsch provided the PHEP Coordinator update.
- The statewide drill was held in March with the results listed below.
 - 14/15 or 93% of communities responded.
 - Wenham did not respond.
- The April 9, 2026, 3D drill resulted in no response from 7 of the 15 communities.
- No response from the following communities:
 - Essex, Marblehead, Hamilton, Wenham, Manchester, Swampscott, and Saugus.
- The Community Preparedness training will be held on May 19, 2026, at the Essex Police Station, 11 John Wise Avenue, Essex, MA 01929.
 - The registration link has been sent to all communities.
 - RSVP is required by May 5, 2026.
- S. Cameron recommended 3D trailers that were purchased with PHEP funds in the early 2000s, to be serviced.
- The group was asked to take inventory on their trailers to see what may need to be procured.
 - Pete’s Tire Barn is on the State Contract and recommended by the group as a vendor.

PHEP Planner Update

- J. Lieb gave the PHEP Planner update.



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- The group was reminded of the Community Preparedness training coming up on May 19, 2026.
- The communication SOPs will be sent to the group after the meeting.

HMCC & MAPC Update

- B. Robert gave the HMCC/MAPC update.
- HMCC is putting on a functional exercise that the group is invited to on June 10, 2026, at Northern Essex in Haverhill.
- Hospitals have been lowered to Tier 2, meaning the region has more bed capacity.

BP3 and RST Conversation

- The Planners will utilize the after-action report from this year to work with each individual municipality to help make an emergency response framework to reflect improvement and gap mitigations with each community.
 - o The 3D Coordinators will be conducting in-person inventory checks with each community to ensure that the items are functional and present.
 - o Training procurements will need to be based off of the Needs Assessment from BP1 or a topic from the emergency response framework.
 - o Virtual is an option as well but is to be decided upon by the group.
 - o The communication deliverable continues to focus on monthly drills in order to maintain coverage for the groups' phone lines.
 - o The PHEP Planner will work on creating community-level communication guides.

DPH/OPEM

- F. Balbi gave the DPH/OPEM Update
- Notice of funding was submitted for next year on April 16, 2026.
 - o The group will receive notice of award by the end of June.
- An EDS drill via WebEOC will be sent by the state next month.
- The Boston Marathon held a week before the meeting was a success.
- The state's current focus has shifted to FIFA planning.
 - o Public health departments will continue to be informed as more information becomes available to DPH.

MRC Update

- L. Jackson shared the MRC update via email for this month's meeting which included a list of upcoming trainings and when they will be offered.

New Business Unforeseen by the Chair

- None

Adjourn

- Motion put forth by E Kamarinos
- Adjourn the meeting at 2:13 p.m.
 - o Seconded by D. Greenbaum
 - o In Favor: All
 - o Opposed: None.



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- Abstain: None.
- The motion passed.

Coalition Members in Attendance:

David Greenbaum
Erini Kamarinos
Andrew Petty (Chair)
John Coulon
Frank Giacalone
Sharon Cameron
Judith Ryan
Elsa Wright (Virtual)
Brenda Wolff
Jeff Vaughan (Late)
Kitzia Diaz
Cindy Juncker
Ray Cahill (Virtual)
Dominique Hurley (Virtual)
Teresa Kirsch (Voter)
Pamela Crehan

Salem Health Department
Lynn Health Department
Marblehead Health Department
Nahant Health Department
Danvers Health Department
Peabody Health Department
Danvers and Hamilton Health Departments
Essex Health Department
Peabody Health Department
Swampscott Health Department
Lynn Health Department
Gloucester Health Department
Rockport Health Department
Gloucester Health Department
Beverly Health Department
Manchester Health Department

Non- Coalition Members in Attendance:

Nina Miscioscia	MAPC
Jenifer Wallitsch (Virtual)	MAPC
Beth Robert (Virtual)	MAPC
Jackson Lieb	BME

Members Absent:

Anna McNichols
Brie Turco
Peter Mirandi
Maribeth Ting
Andrew Ting
Dominique Hurley
Teresa Riley-Singh
Erin Kirchner
Wendy Hansbury
Lisa Tobin

Nahant Health Department
Gloucester Health Department
Hamilton Health Department
Wenham Health Department
Wenham Health Department
Gloucester Health Department
Saugus Health Department
Essex Health Department
Manchester Health Department
Lynn Health Department

Kelli Padilla
Laura Ricci (Voter)
John Fralick

Salem Health Department
Beverly Health Department
Saugus Health Department

The following documents were used/referenced during the meeting:

- Coalition Meeting Agenda for April 29, 2026
- Coalition Meeting Minutes for March 25, 2026
- Deliverables sent by the state