



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

**Full Coalition
Meeting Minutes**

***Friday, April 12, 2024
9:00PM - 10:00AM
Via Zoom Conference Call***

Call to Order

- Mr. Petty called the meeting to order at 9:01 a.m.

Welcome & Introductions/Attendance Roll Call

- Mr. Petty welcomed everyone to today's meeting and role call was done.

Notice of Funding Opportunity (NOFO) Presentation

- Mr. Petty discussed updated from the previous Notice of Funding Opportunity. It was confirmed that each Coalition will still be required to vote on Concurrence with the State's budget and deliverables each Budget Period.
- Mr. Coulon asked if there are any implications on voting non-concurrence.
 - o Mr. Petty answered that there are no tangible repercussions on voting non-concurrence. Region 3D would still receive its allocated budget.
- Discussion continued on the merits of voting for non-concurrence. Several members voiced their concerns with the lack of communication with the State. Local Public Health (LPH) does not feel like a partner of the State Department of Public Health and/or the Office of Preparedness and Emergency Response.
 - o The structure of the State Incident Command, in reference to the COVID emergency, was not shared with LPH. There was a significant lack of communication downward to LPH. LPH had no representation in the Incident Command and was not given notice on decisions that had large implications on LPH. No after-action remedial actions have addressed this fault.
- Members voice non-alignment with the State's deliverables. There are other priorities for LPH that take greater priority than creating emergency plans that were not used in the case of an emergency.
- The Coalition's concerns include: the lack of recognition of local emergencies from DPH/OPEM, the lack of communication and flow of information from DPH/OPEM to LPH, the lack of transparency incident command structure, the lack of representation for LPH in the Incident Command, the lack of recourse and after action remedies for the failures of Incident Command, and the lack of alignment with new PHEP deliverables.
 - o Ms. Balbi encouraged the Coalition to separate some of these substantive objections into a separate letter to DPH/OPEM during the grant period. The concurrence vote is intended to reflect the budget process and the deliverables proposed by DPH/OPEM.
 - o In voting non-concurrence, the Coalition will be required to draft a letter that details their objections.
 - o Region 3D feels that the conversation between DPH/OPEM and LSAC was one-sided and LPH was not consulted with the proposed restructure in DPH between OPEM and OLRH.

Motion put forth by Mr. Vaughan.

- To vote non-concurrence based on the process for how the NOFO budget was communicated, and the nature of the deliverables.
- Seconded by Ms. Delle-Chiaie
- The Coalition asked Mr. Petty for his opinion as the LSAC representative for Region 3D, who stated his intention to vote in favor of non-concurrence.



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- In Favor (of non-concurrence): Beverly; Danvers, Essex, Gloucester, Lynn, Marblehead, Nahant, Peabody, Salem, Saugus, Swampscott
- Opposed: None.
- Abstain: None.
- The motion passed.

Adjourn

Motion put forth by Mr. Vaughan.

- To adjourn the meeting.
- Seconded by Ms. Hurley
 - In Favor: All
 - Opposed: None.
 - Abstain: None.
- The motion passed.

The meeting was adjourned at 9:56 a.m.

****Next Meeting:** Wednesday, April 24th, 2024; 1:30 P.M.**



**Health & Medical Coordinating Coalition
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Voting Members in Attendance:

Andrew Petty, Chair
Laura DelleChiaie
Frank Giacalone
Erin Kirchner
Dominique Hurley
Erini Kamarinos
Tracy Giarla
John Coulon
Sharon Cameron
Suzanne Darmody
John Fralick
Jeff Vaughan
Neia Illingworth

Marblehead Health Department
Beverly Health Department
Danvers Health Department
Essex Health Department
Gloucester Health Department
Lynn Health Department
Marblehead Health Department
Nahant & Rockport Health Department
Peabody Health Department
Salem Health Department
Saugus Health Department
Swampscott Health Department
Swampscott Health Department

Non-Voting Members in Attendance:

Jenifer Wallitsch MAPC
Michael Nelson DPH
Dan Witts MAPC
Beth Robert MAPC

Brian Luther MAPC
Josh Tallman BME
Felicia Balbi DPH

Voting Members Absent:

Teresa Kirsch
Judith Ryan
Kellie Keenan
Dennis Palazzo
Cindy Juncker
David Greenbaum
Chassea Robinson
Pamela Crehan
Antonio Barletta
Anna McNichols
Lisa Tobin
Wendy Hansbury
Teresa Riley-Singh
Andrew Ting
Maribeth Ting

Beverly Health Department
Danvers and Hamilton Health Departments
Essex Health Department
Hamilton & Danvers Health Departments
Gloucester Health Department
Salem Health Department
Peabody & Rockport Health Departments
Manchester Health Department
Nahant Health Department
Nahant Health Department
Lynn Health Department
Manchester Health Department
Saugus Health Department
Wenham Health Department
Wenham Health Department

The following documents were used/referenced during the meeting:

- Coalition Meeting Agenda for April 12th, 2024.
- BP1 LPH Priority Areas.pdf
- FY25 PHEP LSAC Combined Budget Data.pdf
- Statewide Meeting_PHEP NOFO.pdf