



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

**Full Coalition
Meeting Minutes**

*Wednesday, January 28, 2026
1:30 P.M.
100 Ash St
Police Training Room
Danvers, MA*

Call to Order

- A. Petty called the meeting to order at 1:31 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 December 17, 2025, meeting minutes.

Motion put forth by W. Hansbury

- 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 final budget numbers will be determined once the PHEP training quotes have been received.

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 is still due to pick up its items from Marblehead
 - Wenham is unable to look due to construction; they had reported missing items.
- The Coalition held a drill with the following results in January, which required updating the EDS Board:
 - 12/15 communities completed the 3D specific drill on time.
 - Missing: Essex, Beverly, Saugus
 - Marblehead did have some additional sites unchecked
- The group noted that the majority of the group did not receive a text for the drill on January 27, 2026.
 - The coordinators will review the HHAN for technical errors.

PHEP Planner Update

- J. Lieb gave the PHEP Planner update.
- The EC was informed of the Crisis and Risk Communications Workshop, which will be at the Hamilton/Wenham Public Library on March 4, 2026.



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- The trainings in collaboration with MAPC are currently being processed, and the group will be updated as soon as the trainings have been finalized.
- Workshops for the fall are being reviewed to include several of the following modules.
 - These may include:
 - Extreme weather
 - Railway accidents
 - Pet sheltering
 - Coastal surge
 - TBD based on feedback from the group

DPH/OPEM

- F. Balbi gave the following DPH/OPEM Update
- F. Balbi informed the group that PHEP BP3 is in clearance and the state received instructions for the coalitions to plan for level funding. More information should be provided in mid-February.
- The LSAC meeting for February will be pushed to March.
- F. Balbi shared that HPP is not yet out, however, she noted that it is typically standard for PHEP funding to be released first, and then HPP.
- DPH reported a site of food-borne illness.
 - [Report My Meal | Mass.gov](#)
 - D. Greenbaum raised the concern that the online system for reporting suspected foodborne illness is a very public resource, and it may complicate accurate reporting.
- DPH is also offering expired PPE at the Franklin, MA, facility.
 - The PPE link is listed below.
- F. Balbi informed the group of the FIFA schedule and will inform the group as the teams select their training facilities and overnight accommodations.
- *F. Balbi shared the following information and links with the coalition and outlined their uses through a document presented virtually during the 3D Full Coalition Meeting.*
- *DPH Press Release regarding flu: press release Governor's Office Press Release regarding vaccine policy:*
 - [Governor Healey Condemns CDC Rollback of Childhood Vaccine Recommendations | Mass.gov](#)
- *Statement from Commissioner Goldstein regarding care for Transgender Youth:*
 - [Statement from Commissioner Robbie Goldstein, MD, PhD, Regarding Care for Transgender Youth | Mass.gov](#)
- *Public-facing dashboard that demonstrates health care capacity monitoring may be found here:*
 - <https://www.mass.gov/info-details/health-care-capacity-interactive-dashboard>
- *Respiratory Virus Dashboard*
 - <https://www.mass.gov/info-details/respiratory-illness-reporting>
- *Expired PPE for training or non-clinical purposes (check survey for list)*
 - <http://bit.ly/covidtestrequestMA>

HMCC & MAPC Update

- E. Robert gave the HMCC/MAPC update.
- HMCC will meet with the BOGs later this week to review the Concepts and Operations for the functional exercise in the spring.
 - The exercise will be related to the top hazards found in the HVA.
 - This will include infrastructure failures, communicable diseases, and hurricanes.



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- A drill will take place in February for the new HMCC ENS system.
- Templates are being explored with excess funds that remain following the procurement of the 3D trainings.
 - o These templates would be PDFs and would be distributed for all Region 3 communities. Templates could include social media versions as well, and short message formatting.
 - o Templates may include but are not limited to the following:
 - Boil Water Order
 - West Nile Virus
 - Food born
 - Extreme heat/cold
 - Power outages
 - Air quality
 - Infectious disease (non-Covid related)
 - Rabies exposure
 - Allergies
 - Carbon monoxide
 - Shelter in place
- The second potential procurement would be a pocket-sized guide for a “crisis communication 101” during emergencies. These would be broad templates. This will be ADA compliant.
- Hospital constraints continue to be monitored by DPH and HMCC.

MRC Update

- L. Jackson shared the MRC update.
- The MRC is making great progress with the DART program. Emergency Pet Sheltering information can be found on the website and additional content regarding animal handling will go live in the next couple of weeks as well.
- L. Jackson shared that volunteers were available to help with the warming shelters over the weekend.
- L. Jackson provided her contact information listed below for any potential questions or any ideas on what else the MRC can assist with
 - o liisajackson@mrcvolunteer.org.
- The MRC is also helping with the hoarding situations in Lynn and Beverly.

New Business Unforeseen by the Chair

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.
 - o Abstain: None.
- The motion passed.



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Coalition Members in Attendance:

David Greenbaum (Voter)
Erini Kamarinos
Wendy Hansbury (Voter)
Teresa Riley-Singh
Teresa Kirsch (Voter)
Andrew Petty Chair
Erin Kirchner (Virtual)
John Fralick (Virtual)
John Coulon (Virtual)
Frank Giacalone
Sharon Cameron (Virtual)
Judith Ryan
Ray Cahill (Virtual)
Tracy Giarla
Elsa Wright (Virtual)
Brenda Wolf
Jeff Vaughan (Virtual)
Dennis Palazzo
Laura Ricci (Voter)
Kitzia Diaz (Late)
Kelli Padilla (Late)

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

Non- Coalition Members in Attendance:

Nina Miscioscia	MAPC
Jenifer Wallitsch	MAPC
Beth Robert	MAPC (Virtual)
Jackson Lieb	BME (Virtual)
Liisa Jackson	(MRC) (Virtual)
Felicia Balbi	DPH OPEM

Members Absent:

Pamela Crehan
Anna McNichols
Brie Turco
Peter Mirandi
Maribeth Ting
Andrew Ting
Cindy Juncker
Lisa Tobin
Dominique Hurley

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

Neia Illingworth

Swampscott Health Department

The following documents were used/referenced during the meeting:

- Coalition Meeting Agenda for January 28, 2025
- Coalition Meeting Minutes for December 17, 2025