



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

**Full Coalition
Meeting Minutes**

*Wednesday, October 29, 2025
1:30 P.M.
100 Ash St
Police Training Room
Danvers, MA*

Call to Order

- A. Petty called the meeting to order at 1:33 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 September 24, 2025 meeting minutes with the correction of Joyce Redford's name.

Motion put forth by D. Greenbaum

- Seconded by W Hansbury
- In Favor: All.
- Opposed: None.
- Abstain: None

The motion passed.

Budget Discussion

- J. Wallitsch provided the Budget update.
- No items to discuss purchasing at the moment.
 - The coalition will revisit this in the coming months based on the information, workshops, and training provided by the PHEP Planner.

PHEP Coordinator Update

- N. Miscioscia provided the PHEP Coordinator update.
- All remaining items must be picked up from the Marblehead Board of Health, 7 Widger Rd Ste 1, Marblehead, MA 01945 during the regular office hours
- Below are the missing inventory lists from the following communities:
 - Nahant
 - Swampscott
 - Beverly
- Drills began again this month. The state held a drill on September 25, 2025, with the following results:
- 80% of communities completed the drill on time and accurately. Beverly, Essex, & Nahant did not complete the drill.
 - 3D had the most successful drill in the region

Planner Update

- E. Nihill gave the PHEP Planner update.
- The November training will take place at the Hamilton Wenham Library from 10:00 am -2:00 pm.
 - It is a severe weather-related event.
 - One registration form per member, not community.



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- The planner noted that they will be meeting with MAPC to finalize the scope of works for the trainings on Community Preparedness and Public Health Surveillance.
 - o The group's request to work in Risk Communication on the current training scopes of work will be addressed, and a “tabletop” will take place in the spring for the topic.

HMCC & MAPC Update

- E. Robert gave the HMCC/MAPC update.
- E. Robert noted the movement to a different ENS system, now RAVE by Motorola.
 - o No action is required by 3D Coalition members.
 - o Updates to follow regarding the new ENS number.
- HMCC is working currently with the BOG to plan the HMCC meeting topics for this year, which will result in one large conference in the Spring.
- The BOG plans to meet on October 30, 2025, to complete the Hazard Vulnerability Index.
- Work continues to complete the Electronic Inventory System with OPEM.

MDPH/OPEM Update

- F. Balbi provided the MDPH update.
- *Due to the government shut down, there are only two DPH employees not furloughed currently.*
 - o *All weekly meetings have been canceled; however, communication still takes place with the federal government and DPH with the two employees.*

MRC Update

- L. Jackson shared the MRC update.
 - o L. Jackson thanked all the communities who utilized the MRC volunteers for their flu clinics.
- A. Petty asked for an update on recruitment for MRC.
 - o L. Jackson noted that recruitment continues to hold steady.
- MRC plans to work with psychologists and psychiatrists to bridge the gap in mental health within the region, in anticipation of funding cuts.

First Net Representative: Celebrate First Responder Day

- First Net Representative presented on First Responder Day.

New Business Unforeseen by the Chair

- J. Ryan and T. Kirsch have been working to hold Flu and Covid vaccine clinics.
 - o K. Diaz requested further information for ordering the vaccines.

Adjourn

- Motion put forth by J. Ryan
- Adjourn the meeting at 2:31 p.m.
 - o Seconded by D. Greenbaum
 - o In Favor: All but Peabody.
 - o Opposed: None.
 - o Abstain: Peabody.
- The motion passed.

Voting Members in Attendance:

David Greenbaum (Voter)
Erini Kamarinos

Salem Health Department
Lynn Health Department



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Wendy Hansbury (Voter)
Teresa Riley-Singh
Teresa Kirsch (Voter)
Ray Cahill (Voter, Virtual)
Andrew Petty, Chair
Neia Illingworth (Virtual)
Andrew Ting (Virtual)
Jeff Vaughan
Erin Kirchner (Virtual)
John Fralick
John Coulon
Laura DelleChiaie
Cindy Juncker (Voter)
Frank Giacalone
Kitzia Diaz (Late)

Manchester Health Department
Saugus Health Department
Beverly Health Department
Rockport Health Department
Marblehead Health Department
Swampscott Health Department
Wenham Health Department
Swampscott Health Department
Essex Health Department
Saugus Health Department
Nahant & Rockport Health Department
Beverly Health Department
Gloucester Health Department
Danvers Health Department
Lynn Health Department

Non-Voting Members in Attendance:

Nina Miscioscia	MAPC
Beth Robert	MAPC (Virtual)
Felicia Balbi	(DPH) (Virtual)
Erin Nihill	(BME)
Liisa Jackson	(MRC) (Virtual)
Kamryn Thomison	Preceptor Student
Mykayla Mastrocola	Preceptor Student

Members Absent:

Pamela Crehan
Anna McNichols
Stacey Larlo
Brie Turco
Peter Mirandi
Maribeth Ting
Kelli Padilla
Dominique Hurley
Lisa Tobin
Tracy Giarla
Elsa Wright
Brenda Wolf
Sharon Cameron
Judith Ryan

Manchester Health Department
Nahant Health Department
Peabody Health Department
Gloucester Health Department
Hamilton Health Department
Wenham Health Department
Salem Health Department
Gloucester Health Department
Lynn Health Department
Marblehead Health Department
Essex Health Department
Peabody Health Department
Peabody Health Department
Danvers and Hamilton Health Departments

The following documents were used/referenced during the meeting:

- Coalition Meeting Agenda for October 29, 2025
- Coalition Meeting Minutes for September 24, 2025