

Plymouth County Emergency Preparedness Coalition

Executive Committee Minutes

Date and Time: April 9, 2013 12:00 pm to 1 pm
Middleboro Town Hall 10 Nickerson Ave. Middleboro MA

Present Dale Barrows, Eric Badger, Jeanne Spalding, Diane Brown Couture, Janice McCarthy, Bob Ethier, Dale Barrows, Marcia Benes, Elaine LaCoursiere, Jeanne Spalding

Mtg opened at 12:03 with a **Motion to Approve March minutes by Dale Barrows**, second by Eric **Badger, all in favor.**

PHEP Budget report - Elaine went over the monthly budget report, mentioning key line items – Communications, to be spent down by 5/20 as the last line item.

There is \$9958 left to expend on equipment.

In light of an anticipated reduction in the BP2 PHEP grant, the board discussion was focused on modifying policies regarding future equipment purchases.

Questions were posed regarding Brockton's request for AED training; are town employees being trained? Marcia Benes reminded the board that if that request is approved, there will be a need for a line item transfer. Brockton has 60 people signed up. Elaine confirmed that as yet there was no additional documentation for training forms, registrations, additional. Janice McCarthy said she would support approval subject to paperwork coming in in the next week or two.

A motion was made by Arthur Boyle, seconded by Dale Barrows to – give Lou Tartaglia a week to provide documentation to Elaine (Friday April 12th)– for his two training dates at the end of April including sign up sheets. All in Favor.

A Motion was made by Janice McCarthy with a second by Eric Badger to deny Abington's March signage request as too expensive. All in favor.

Regarding requests for AED batteries and replacement pads, Bob Ethier said he has 8 AEDs in Wareham and feels that the school department and other town building AEDs should not be covered by the Coalition. Municipal maintenance should be covering it.

Janice McCarthy agreed, saying that the coalition has provided equipment but questioned whether it was coalition responsibility to maintain equipment out of the budget.

Marcia Benes suggested that maintenance for AED equipment not be continued in the new contract year, but that it had already been allowed previously this year. Janice said the funding deadline was Mar 15th, the Brockton invoice was for March 21st. Bob moved that since it didn't make deadline, funding is denied, second by Dale. Marcia will notify Lou Tartaglia.

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Janice McCarthy said she also didn't think the coalition should be buying batteries or print cartridges as these are items that should be supplied by BOH budgets. This motion was seconded by Dale Barrows with all voting in favor.

It was also agreed through consensus that Data plan funding should be the same for each town requesting it, even if the towns have different pricing on their plans.

Bulk Cot Purchase

Jeanne Spalding was looking to bulk purchase 100 cots, and will be going through Rotary and other clubs to find funding. She proposed to add her order to the coalition to get best pricing. Cot styles include military, bariatric, oversized, special needs medical.

Bob Ethier said that he has the military cots and they worked fine for most people, and any special needs people should be at the hospital. Jeanne Spalding agreed that spending extra money for the special needs cots is excessive, but accommodations must be made under ADA.

A combination of mid-sized and 25% bariatric will make sense, she suggested, adding that she found it compelling when discussing this at other conferences, it makes transition off wheel chairs easier and allows for medical equipment if they are keeping it on the bed.

Jeanne Spalding said that 10 towns expressed an interest in cots - if 200 cots for basic regular were purchased – each town will get 20 cots .

Dale Barrows moved to purchase seconded by Bob Ethier - 20 cots each (200 cots) and transfer the balance of the remaining equipment funds into communications (data).

Dale Barrows made a motion to authorize MAHB to make a line item transfer request through DPH once the final price of cots plus shipping is known. Arthur Boyle seconded with all voting in favor.

Jeanne Benincasa contract

Arthur Boyle stated that Jeanne Benincasa made the TAR happen in his community – she went to the Attleboro and N. Attleboro review, and the CDC review to see how it was done – Diane Brown Couture stated that the quality of her work is excellent. Arthur moved that Jeanne be paid the \$3400 which is remaining in her contract year due to her late start. His motion was seconded by Dale Barrows with all in favor.

Concurrence vote -

A motion to concur with the DPH PHEP BP2 budget was made by Bob Ethier, seconded by Dale, with all in favor.

Meeting adjourned at 1:30. Next Meeting: May 14, 2013