

Plymouth County Emergency Preparedness Coalition

Executive Committee Meeting

DATE LOCATION: JAN 11, 2011 MIDDLEBORO TOWN HALL

TIME START: 12:30 PM TIME END: 2:45 PM

ATTENDANCE : BOB ETHIER, JANICE MCCARTHY, JEANNE SPALDING, LOU TARTAGLIA, DIANE BROWN-COUTURE, MARCIA BENES		ABSENT: ERIC BADGER	
AGENDA		ACTIONS	
1) APPROVE PREVIOUS MINUTES		AMMEND OR APPROVE AS IS	
DISCUSSION: NONE			
MOTION: To approve previous month's Executive Committee Minutes – J. McCarthy		SECOND: J. SPALDING	
RESULT			
2) HOST AGENT BUDGET REPORT			
<p>DISCUSSION: J. Spalding led a discussion regarding allowable PHER expenses. Exec Committee will request DPH approval for the following items: IPads for EPIs, and Panflu plans. M. Benes will investigate pricing and available training for use of IPads. J. Spalding said that the flex sign barriers worked well, and proposed purchase of additional units. A training session, possibly on Public Information Officers, was also suggested, and Diane said she would look into availability of speakers. Cold chain storage is still an allowable use of the funds.</p> <p>J. Spalding also suggested looking into emergency outdoor lighting systems, which include a small had portable generator with light pole. Each component is under \$1,000. She will obtain pricing for the February meeting. J. McCarthy suggested that 4-5 could be placed strategically around the region to be shared as needed. J. Spalding said lighting was a problem during last year's floods, and for parking areas and entrances to shelters during outages. R. Ethier said it would have also come during recent hazardous waste and sewer spills.</p> <p>J. Spalding also mentioned the need for outdoor personal protection equipment (warm reflective coats, boots) R. Ethier will get clothing pricing for Feb. meeting.</p>			
MOTION: J. Spalding made a motion to link future PHEP and PHER spending with coalition compliance with financial reporting. J. McCarthy offered an amendment to have MAHB send an email to towns owing PHER financial reports to MAHB, giving them until Jan. 30 th to come into compliance in order to be eligible for any future Coalition expenditures.		SECOND : R. ETHIER	
RESULT: ALL IN FAVOR			
3) BOARD REORGANIZATION		APPROVE OR DENY	
DISCUSSION – M. Benes requested that the chair be granted authority to call snow cancellations. All agreed.			
MOTION – R. Ethier moved to appoint Janice Mccarthy chairperson		SECOND: J. Spalding	

RESULT: UNANIMOUS

4) REVIEW EQUIPMENT REQUESTS

APPROVE OR DENY

Marshfield cell phone reimbursement – tabled due to lack of invoice

MATTAPOISETT Office supplies = \$807.19

Motion to approve by R. Ethier, Second - J. Spalding – All in Favor

Rockland Laptop not to exceed \$999 – Motion to approve by R. Ethier, second by J. Spalding, All in Favor

Marion desktop Computer – no amount specified

Motion by J. Spalding to have M. Benes work with Marion BOH to purchase desktop comparable to others purchased for the coalition, at government price. Second by R. Ethier – All in Favor

PHER Requests– Marion requests transfer of \$3062 to cover remaining expenses from DPH approved PHER expenses related to clinics. Rochester requested \$500 for same purpose. J. Spalding moved to approve the request, subject to Marion and Rochester verifying paperwork for previous expenditures with MAHB. R. Ethier seconded All in favor

Mattapoissett phone - \$35 a month requested to subsidize new cell service for PHN Amanda Stone. Motion to approve by J. Spalding, second by J. McCarthy. All in favor.

5) TRAINING REQUESTS

APPROVE OR DENY

Middleboro MSPCA TRAINING REQUEST FOR \$1200 - Motion to approve by L. Tartaglia; second by R. Ethier. All in Favor.

Wareham – R. Ethier requested \$50 to cover the balance of EMT training. J.McCarthy moved to approve, J. Spalding seconded. All in Favor

6) MRC COORDINATOR POSITION

APPROVE OR DENY

DISCUSSION: J. Spalding said that she and Tracy Mayo raised this issue earlier in the year and hoped that some coalition funding could be made available to pay for a part time position to assist Plymouth Coalition MRCs. L. Tartaglia said he was not in favor of it coming from contractor money and noted that he pays for an assistant coordinator for the Brockton area MRC.

J. Spalding said that the MRC position would serve as a recruiter and coordinator, taking on tasks currently being done by the health agents. J McCarthy noted that the original idea was one coordinator for everyone, but noted that Plymouth was not interested. L. Tartaglia asked what the hourly rate would be.

MOTION: J. MCCARTHY – to use \$10,000 from the equipment line item to supplement funding from each cooperating MRC to pay for a part time coordinator position.

SECOND – R. ETHIER

RESULT: SPALDING, ETHIER, MCCARTHY IN FAVOR, TARTAGLIA OPPOSED - MOTION ADOPTED

7) DPH UPDATE – Diane Brown-Couture reported that the Call Down metrics were very poor. This was mostly because the planners experimented with the new Connector system from the Sheriff’s Office, and the HAN – neither worked well because they could not accommodate the growing number of towns that use phone extensions. The drill will be redone in January. The other problem was that by lumping all towns together, the weak towns pulled down those that perform well. Diane asked if there was any preference to putting all drill deliverables due by end of December. There was no preference expressed.

THE HOMELAND SECURITY COUNCIL now has public health representation, with Cindy Coffin from Bourne and Robin Chapel of Walpole attending. J. Spalding asked what the group will be doing and what kind of programs will be funded. Diane said that Cindy will be able to answer that question once she has attended more sessions and becomes more familiar with it.

8. PHONE POLICY

DISCUSSION: M. Benes gave several examples of problems that were recurring with cell phone payments and suggested that in the future, towns invoice MAHB for the funds to pay their cell phone coverage, rather than MAHB paying the phone companies directly. L. Tartaglia said that this would create problems in Brockton, so M. Benes said that for Brockton, or any other community that found this method problematic, MAHB could continue direct payments. She felt that for the majority of towns, this would resolve many of the ongoing problems however.

She suggested a rate of \$35 per month per cell phone. There is a slight difference from one town to another depending on plan and company. This was agreed to without a formal vote.

OLD BUSINESS

DISCUSSION: R. Ethier reported on purchase of privacy screens approved at November meeting. The first set was too small and flimsy so they were returned. The new screens are satisfactory, and it was decided that the 30 that were ordered at the November meeting will be either available for pick up in Wareham, or will be brought to the March meeting. Due to size, they require a large vehicle for transportation.