

Region 3B Coalition Meeting

May 5, 2022

2:05 p.m. – 3:00 p.m.

Remote Zoom Meeting

<https://us02web.zoom.us/j/85093411970?pwd=Y1FZeGVSTFZNc20zaFd5ZytXak5Mdz09> Meeting

ID: 850 9341 1970

Passcode: 904672

Attendees (Roll Call):

Voting Members: Peter Blanchette (Vice Chair, Lawrence), Jackie Aguilar (Lawrence), Amy Ewing (Andover/MRC), Tom Carbone (Andover), Carolyn Lam (North Andover), Felix Zemel (Methuen), Brian LaGrasse (North Andover), Kristine Harris (Reading), Shelly Newhouse (Wilmington)

Non-Voting Members: JoAnne Petro (3B Coordinator), Elizabeth Robert (Region 3 HMCC Program Manager), Felicia Balbi (OPEM/DPH Sr. Preparedness Planner), Amy Ewing (MRC), Anna Wielgosz (BME Strategies), Dan Witts (Region 3 Planning & Ops Coordinator), Karen Contador (BME Strategies)

Voting Members Not In Attendance: North Reading, Lynnfield

Call to Order: 2:05 p.m. – Six (6) communities were represented. Quorum was met and meeting was called to order.

Approval of meeting minutes from April 7, 2022 meeting.

A motion was made to approve the meeting minutes from the April 7, 2022 meeting, motion Brian LaGrasse (North Andover), second Felix Zemel (Methuen), motion carries

Roll Call Vote: Tom Carbone-Andover (yes), Peter Blanchette-Lawrence (yes), Felix Zemel-Methuen (yes), Brian LaGrasse-North Andover (yes), Kristine Harris-Reading (yes), Shelly Newhouse-Wilmington (yes)

MDPH/OPEM Update:

Felicia Balbi

Felicia informed the group that the HMCC and Regional Coordinators were able to Demo the new Reporting Submission Tool (RST). The RST will be in electronic format and will replace the workplan. The RST will require 3-5 focus areas which will tie in the Deliverables and budget. The Deliverables must fall under the focus areas. Quarterly reporting will be based on activities that support the focus areas. MDPH/OPEM and the HMCC plan to meet on Monday to review the documents. MDPH/OPEM and the HMCC will meet on Tuesday with the Planners and Coordinators to review the documents. The draft documents will be due back to MDPH/OPEM by June 6th.

The “Welcome To The Region” meeting was held earlier today.

The HPP Grant came out on April 29, 2022.

Planner Update:

Anna Wielgosz

Anna informed the Coalition that the full Region 3 AAR should be finalized this month and will be sent to the Coalition when complete.

The EDS plans in need of updating will be complete soon.

Coordinator Update:

JoAnne Petro

There was a discussion regarding the proposed budget for BP4. Information was presented on the poster printer that communities inquired about, the vaccine coolers and the increase of funding to support the Planners/Coordinators. After discussion, it was decided that the funding previously allocated to “Supplies” in the BP3 budget in amount of \$4,270 would be allocated the existing BP3 funding to support the Planners/Coordinators in BP4 as follows: \$1,000 to the 3B Coordinator, \$1,000 to the MRC Coordinator and \$2,270 to BME to support the Planners.

A motion was made to move the funds allocated to “Supplies” in the BP3 budget to support the Planners/Coordinators in the BP4 budget as follows: \$1,000 to the 3B Coordinator, \$1,000 to the MRC Coordinator and \$2,270 to BME to support the Planners, motion Tom Carbone (Andover), second Brian LaGrasse (North Andover), motion carries

Roll Call Vote: Tom Carbone-Andover (yes), Peter Blanchette-Lawrence (yes), Brian LaGrasse-North Andover (yes), Kristine Harris-Reading (yes), Shelly Newhouse-Wilmington (yes), Felix Zemel-Methuen had left the meeting.

After the vote to reallocate the BP3 funds allocated for “Supplies” into the BP4 budget to support the Planners/Coordinators, JoAnne discussed the proposed budget for BP4 with the Coalition. After discussion it was decided that the Coalition was in support of the proposed BP4 budget.

A motion was made to approve the proposed BP4 budget, motion Tom Carbone (Andover), second Brian LaGrasse (North Andover), motion carries

Roll Call Vote: Tom Carbone-Andover (yes), Peter Blanchette-Lawrence (yes), Brian LaGrasse-North Andover (yes), Kristine Harris-Reading (yes), Shelly Newhouse-Wilmington (yes), Felix Zemel-Methuen had left the meeting.

HMCC Update:

Beth Robert

Beth informed the group that MAPC is working on the Scopes of Work (SOW) for the BP4 contracts.

There is a new employee at MAPC, Katie, who is working in procurement. Katie comes to MAPC from West Newton Healthcare, where she served as the Business Office Manager. She is a resident of the Town of Holbrook and has served on the Board of Health there since 2018.

Beth informed the group that they are working on the Hazard Vulnerability Assessment (HVA). There is a short time line and they are using individuals from the Board of Governors (BOG) and some Home Health/Dialysis representatives to help complete the assessment. They hope to have the report complete by the end of May and will share with the Coalition.

Beth indicated that they are hoping to have an in-person HMCC meeting for Q4.

MRC Update:

Amy Ewing

Amy indicated that they are still working on diversification and recruiting new members.

LSAC Update:

Felicia Balbi

Felicia indicated that the invite went out yesterday and the next meeting will be held on May 11th. She believes that the meeting will take place from 12:00 p.m. – 1:30 p.m.

The next 3B Coalition meeting is scheduled for June 2, 2022.

A motion was made to adjourn, motion Peter Blanchette (Lawrence), second Tom Carbone (Andover), motion carries

Roll Call Vote: Tom Carbone-Andover (yes), Peter Blanchette-Lawrence (yes), Brian LaGrasse-North Andover (yes), Kristine Harris-Reading (yes), Shelly Newhouse-Wilmington (yes), Felix Zemel-Methuen had left the meeting.

Adjourn: 3:00 p.m.

Next Meeting: June 2, 2022