



**MINUTES OF HAMPDEN COUNTY HEALTH COALITION  
THURSDAY, NOVEMBER 2, 2017**

**LOCATION:** Pioneer Valley Planning Commission (PVPC)  
60 Congress Street  
Springfield, MA 01104

**CALLED TO ORDER AT:** 10:06 a.m.  
**MEETING ADJOURNED AT:** 11:44 a.m.

**ATTENDEES:**

Kathleen Auer	Health Agent, Agawam Health Department
Soloe Dennis	Deputy Commissioner, Springfield Health & Human Services
Jeanne Galloway	Co-Chair; Health Director, West Springfield
Beverly Hirschhorn	Director Board of Health, Longmeadow
Erica Johnson	Senior Planner, PVPC
Lorri McCool	Health Agent for Wilbraham, Monson & Hampden
Debra Mulvenna	Public Health Nurse, Westfield Health Department
Michael Nelson	Regional Emergency Preparedness Coordinator, MDPH
Deborah Schaier	Public Health Nurse, Holyoke
Tammy Spencer	Co-Chair; Sanitarian, Health Department, Chicopee

**GUESTS:**

Andrew Balder, M.D.	Chair, Project Baby Springfield; Medical Director, Baystate Mason Square NHC
Lynn Diniz	Sanitarian, Holyoke Board of Health
Sherry Petrucci	Public Health Nurse, Agawam Health Department

**DOCUMENTS DISTRIBUTED AT THIS MEETING:**

- Agenda
- Minutes of Hampden County Health Coalition, Thursday, October 5, 2017
- Hampden County Health Coalition FY 17 Financial Statement for the Month of September 2017
- Hampden County Health Coalition FY 18 Financial Statement for the Month of September 2017
- Hampden County Health Coalition FY 18 Financial Statement for the Month of October 2017
- Stephanie Bozigian-Merrick, PHEP Planner – September and October 2017 Monthly Reports

**1. Meeting Called to Order**

Jeanne Galloway called the November 2, 2017 meeting of the Hampden County Health Coalition (HCHC) to order at 10:06 a.m.

**2. Welcome & Introductions**

Ms. Galloway welcomed HCHC members and guests and she asked everyone to introduce themselves.

**3. Approval of Minutes**

Ms. Galloway asked if there were any comments or questions regarding the October 5, 2017 HCHC meeting minutes. Ms. McCool pointed out that Kathleen Auer is listed as a guest in the minutes and she noted that Ms. Auer is now a regular Coalition member. Ms. Johnson explained that Ms. Auer was a guest at the October 5<sup>th</sup> HCHC meeting but

she will be included as a Coalition attendee in today's minutes and going forward. There being no further comments or questions, Ms. Galloway then called for a motion to approve the minutes of the October 5, 2017 HCHC meeting.

LORRI MCCOOL MADE THE MOTION TO APPROVE THE OCTOBER 5, 2017 MINUTES; KATHLEEN AUER SECONDED THE MOTION AND ALL THE HCHC MEMBERS PRESENT APPROVED THE MOTION.

4. Financial Report

Erica Johnson stated that there are three HCHC financial reports that she would like to discuss. She noted that the first two reports were presented at the October 5<sup>th</sup> HCHC meeting, however, she was unable to attend that meeting therefore the discussion was postponed until today's meeting. Ms. Johnson stated that with Ms. Galloway's approval, she would like to ask the Coalition to review and vote on all of the financial reports, as presented, as one motion. Ms. Galloway agreed to this arrangement. Ms. Johnson first addressed the *FY 17 Financial Statement for the Month of September 2017* and she explained that this report is for the Coalition's grant that ended on June 30, 2017. Ms. Johnson noted that the final balance of funds remaining was \$11,054.15 which is not a lot of money considering the changes that were made last year, including mid-grant modifications regarding allowable expenditures as well as a reduction in the phone bill. Ms. Galloway asked if the remaining funds will be returned to the state. Ms. Johnson stated that this would not be necessary since the Coalition never actually received that money based on the way that FRCOG now distributes the funds. Ms. Johnson next made reference to the *FY 18 Financial Statement for the Month of September 2017* which reflects a balance of PHEP funds in the amount of \$160,149.15 as of the end of September.

Ms. Johnson then discussed the FY 18 Financial Statement for the month of October 2017 which has a current balance of \$146,829.82. She noted that under *Coalition Travel/Conferences/Memberships* there is a negative amount and she explained that the Coalition spent more on the Massachusetts Health Officers Association (MHOA) conference than we anticipated when the budget was submitted. Ms. Johnson stated that she will need to do a budget amendment to correct this negative amount which will involve moving funds from *Supplies* and *Equipment* and possibly the *PHEP Intern* line. Ms. Johnson noted that she does not want to shortchange funding for a potential intern however, there may be an opportunity for an intern to work for school credit. Ms. Hirschhorn stated that she believed there are paid internships available through MHOA for local boards of health and she offered to explore whether HCHC might be eligible for this funding. Ms. Johnson agreed to this suggestion noting that ideally she would like to be in a position to pay an intern to work for the Coalition. Ms. Galloway asked if there were any questions regarding the financial reports. There being no questions or comments, Ms. Galloway then called for a motion to approve the FY 17 Financial Statement for the Month of September 2017 and the FY 18 Financial Statements for the Months of September and October 2017.

LORRI MCCOOL MADE THE MOTION TO APPROVE THE HCHC FY 17 FINANCIAL STATEMENT FOR THE MONTH OF SEPTEMBER 2017 AND THE HCHC FY18 FINANCIAL STATEMENTS FOR THE MONTHS OF SEPTEMBER AND OCTOBER 2017; DEBRA MULVENNA SECONDED THE MOTION, AND ALL THE HCHC MEMBERS PRESENT UNANIMOUSLY APPROVED THE MOTION.

## 5. Business At Hand

### a) Infant Mortality in Hampden County

At this point, Ms. Galloway welcomed Dr. Andrew Balder, Medical Director of the Baystate Mason Square Neighborhood Health Center and Chair of *Project Baby Springfield* (PBS) which is a community organization addressing infant mortality rates in the City of Springfield and in Hampden County. Dr. Balder first gave a brief overview about PBS and he distributed informational brochures. Dr. Balder stated that his presentations usually focus on the inequity in infant death rates among ethnic populations in Springfield and how this compares with the state however he noted that today he primarily wanted to talk to the Coalition about *Infant Safe Sleep*.

Dr. Balder noted that a large number of individuals are arriving in Springfield from Puerto Rico due to Hurricane Maria which will affect other HCHC communities as well. He expressed concern that families will be crowded together with little space and infants will not have a safe place to sleep. Dr. Balder stated that our communities need to figure out how to provide assistance such as *Pack 'n Play* and *Baby Boxes*. Dr. Balder then presented information comparing area and state infant mortality rates using data from the 2010 Mass CHIP Hampden County. He stated that the top two leading causes of infant mortality in our communities are prematurity and congenital anomalies and the third leading cause is generally sudden infant death also known as SIDS. Dr. Balder reported that since the advent of the *Back-to-Sleep* campaign, the rate of those deaths has gone down 50%. He noted that more than half of the sudden infant deaths are related to sleeping in an unsafe location or circumstance such as bed sharing, sleeping on a couch, putting babies on their stomachs, or allowing babies to sleep in a crib stuffed with objects such as blankets, pillows and toys. Dr. Balder stated that PBS ran a campaign a few years ago on *Infant Safe Sleep* that promoted the A-B-C method, i.e. Alone - On Your Back - In a Crib. Dr. Balder remarked that unsafe infant sleep had improved in Springfield a few years ago, however, in Hampden County during the first 4 or 5 months of 2017, there were 6 infant deaths related to unsafe sleep and there has been at least one other death since then. Dr. Balder underscored that this is a much higher incidence than one would expect during that period of time.

Dr. Balder stated he is hoping HCHC can help promote the A-B-C message throughout Hampden County and he offered to provide promotional materials including posters and flyers which can be printed in English and Spanish, noting that HCHC members would need to arrange a way to pick up the materials. Dr. Balder also noted that PBS received grant funding to create videos which were used as part of their campaign in Springfield. Dr. Balder played one of the videos, noting that the videos can be found at [www.projectbabyspringfield.com](http://www.projectbabyspringfield.com). Dr. Balder stated that PBS is trying to promote safe sleep messages but he pointed out that this sometimes goes up against tradition, beliefs, advertising and other forces that influence how people care for their infant. He added that PBS would like to provide the best information possible so that people can make the best choices. After responding to questions raised by HCHC members, Dr. Balder asked the group to let Erica Johnson know how many posters and flyers they would like to receive. Dr. Balder noted that PBS needs to extend its outreach through the efforts of others such as the Hampden County Health Coalition and he thanked HCHC members for the opportunity to talk to them.

b) Deliverables Update and October Activities

Ms. Johnson provided an update on behalf of Stephanie Bozigian-Merrick who was in Worcester attending the Massachusetts Emergency Management Agency (MEMA) All Hazards Emergency Preparedness Conference. Ms. Johnson reported that the Closed POD project is moving forward and she noted that Ms. Bozigian-Merrick was able to attend several different meetings with potential Closed POD partners. Ms. Johnson remarked that the next step is securing the MOAs and MOUs and she noted that Ms. Bozigian-Merrick is willing to meet with HCHC members and their potential Closed POD partners. Ms. Johnson also reported that the Group Home project is underway and if anyone is interested in being more involved with that project, Ms. Bozigian-Merrick will be happy to meet with people in their communities. Ms. Johnson also stated that Ms. Bozigian-Merrick is ready to move forward with hiring an intern and she would welcome assistance from any HCHC members who are interested in helping with that process. Finally, Ms. Johnson asked HCHC members to review Ms. Bozigian-Merrick's September and October 2017 monthly reports that she had provided.

c) Region 1 Regional Project Change

Ms. Johnson reported that there has been a change in the regional project. She noted that Ms. Bozigian-Merrick was working with Greg Lewis on risk communication, public information and how we communicate during emergency events; however, that project has been put on hold for a year or two in favor of looking at regional EDS plans and how to utilize best practices. Ms. Johnson also noted that we are anticipating the release of OPEM's EDS guidance. Mr. Nelson added that hopefully the document will be released on November 3<sup>rd</sup>.

d) Update on EDS Events

Ms. Johnson remarked that HCHC's EDS events have been a tremendous success and this project is almost complete. She remarked that we owe this success to Ms. Bozigian-Merrick and she also thanked HCHC members for being very accommodating. Ms. Johnson noted that two communities have not yet scheduled their EDS event.

e) Upcoming Projects (EDS Plan Best Practices)

Ms. Johnson reported that Ms. Bozigian-Merrick is working on an EDS Best Practices document that includes best practices from all the communities that can be shared with the Coalition and within the region. She stated that there is a lot happening in each community that Ms. Bozigian-Merrick would like everyone to know about.

f) December 1<sup>st</sup> Public Health Presentation at AIC

Ms. Johnson next reported that Ms. Bozigian-Merrick has been asked to participate on December 1<sup>st</sup> at the American International College (AIC) to speak to their nursing students about Public Health and Emergency Preparedness. Ms. Mulvenna explained that this conference is being presented for nursing students by the Public Health nurses. Ms. Schaier noted that the December 1<sup>st</sup> conference is a pilot with AIC nursing students. She stated that it is going to be semi-annual, so it will be offered again in the spring to another group of nursing students perhaps from Elms College or Westfield State University. Ms. Schaier noted that the beginning portion of the

conference will introduce the nursing students to Public Health and they will also be involved in a mock drill.

g) Family Reunification Project Update

Ms. Johnson reported that Ms. Bozigian-Merrick felt that there were many great takeaways from the Family Reunification training she attended and she will provide the Coalition with more specific information about this event. Ms. Johnson stated that this will continue to shape the work that the Western Region Homeland Security Advisory Council (WRHSAC) is doing on that regional project.

h) Discussion of Flu Shot Reactions

Ms. Galloway noted that at the October WRHSAC meeting, there were reports of adverse reactions to this year's flu shot and she asked if HCHC members were aware of any adverse reactions in their communities. Ms. Schaier stated that she was not aware of any reactions in Holyoke however she noted that she had her first confirmed case of the flu. Ms. Hirschhorn stated that Longmeadow had a couple of adverse reactions to either the pneumonia 23 or 13 vaccine. Ms. Mulvenna stated that Westfield is trying to decide whether to add the high-dose flu vaccine next year however, many of their patients are not interested in changing due to concerns about reactions. She explained that the high-dose is suggested for anyone aged 65 and older because that age group may not have a good immune response with the standard dose. Ms. Hirschhorn stated that Longmeadow has not had any adverse reactions to the high-dose shot. Ms. Galloway also noted that there have been no reported adverse reactions in West Springfield.

i) Tobacco Control Grant Application

Ms. Galloway stated that East Longmeadow is putting together an application for the tobacco control grant and she asked HCHC members to contact Amy Petrosky if they are interested in joining, noting that 4 communities have signed on thus far. Ms. Galloway pointed out that the grant information is available on the COMBUYS website. Mr. Dennis noted that the application is due in December.

6. News and Updates

a) MRC & PV COAD Updates

Tammy Spencer provided an update on behalf of Lois Luniewicz who was unable to attend today's HCHC meeting. Ms. Spencer reported that at the October 11<sup>th</sup> MRC meeting, it was decided that as part of the fall MRC volunteer meeting, they would ask Deborah Schaier and Stephanie Bozigian-Merrick to talk about their deployment to the Florida Keys. Ms. Spencer noted that the meeting will take place on November 9<sup>th</sup> at the Gardens of Wilbraham and refreshments will be provided. She also stated that volunteers are encouraged to bring a friend who may be interested in becoming a volunteer. Ms. Spencer noted that the SKYWARN training took place on October 16<sup>th</sup>. Ms. McCool reported that this event went very well, noting that there were over 60 attendees. Ms. Spencer next stated that she, along with Ms. Luniewicz and Jonathan Miller, are currently working on a job description for the Central Hampden County MRC Unit Coordinator position. Finally, Ms. Spencer reported that there will be a meeting of the MRC unit coordinators on November 8<sup>th</sup>.

b) HMCC Update

Ms. Galloway reported that a Jurisdictional Risk Assessment for western Massachusetts was conducted by the John Snow Institute (JSI) at the October 13<sup>th</sup> HMCC meeting and she noted that a lot of people from community health centers and long-term care attended the meeting. Ms. Galloway stated that JSI will release their guidelines when they complete all six Jurisdictional Risk Assessments across the state. Ms. Galloway also noted that the next meeting of the HMCC Steering Committee will take place in Springfield on November 14<sup>th</sup> at the Caring Health Center. As regards HMCC representation, Mr. Nelson reported that Franklin County recently nominated Greenfield Public Health Director Alex Jones, to be their representative on the HMCC. He stated that Mr. Jones has 20 years of experience in health administration and law and he has master's degrees in both public health and mental health counseling. Ms. Galloway also reported that Franklin County's nominee for WRHSAC backup representative is Noreen Pease who is a Board of Health member. Mr. Nelson stated that the coalitions do not have to vote on the nominees but they should share their concerns, if any. Ms. Galloway asked if anyone had issues with Franklin County's nominees. Ms. Johnson noted that it is important for the WRHSAC backup representative to have a strong background in Public Health and she stated that it would be helpful to know a little more about Ms. Pease's Public Health background. Mr. Nelson stated that he would bring that information to the next HCHC meeting.

c) MCD Update

Ms. Galloway announced that on October 18<sup>th</sup>, the Pioneer Valley Mosquito Control District (MCD) was approved by the State Reclamation and Mosquito Control Board (SRMCB). Ms. Galloway noted that there is no funding for the program at this time but there are several communities who have signed on affirmatively and are interested in moving forward with seeking funding. Ms. Galloway stated that those communities are Bernardston, East Longmeadow, Palmer and Southampton and she noted that South Hadley has indicated that they will also sign on. Ms. Galloway stated that there is an Efficiency and Regionalization Grant for up to \$200,000 which would help to get the program off the ground and make it easier for towns to buy in. She stated that a letter about the Pioneer Valley MCD should have gone out to every select board or CEO in each community in all three counties as well as to the health departments. Ms. Galloway stated that Greg Lewis and Charlie Kaniecki are still working on the grant.

d) Western MA Public Health Advisory Group (WAG)

Mr. Nelson reported that there has not been a WAG meeting since the last HCHC meeting and he stated that the November WAG meeting is scheduled for next week. He also announced that Mary Kersell is planning to retire from the Hampshire County Public Health Preparedness Coalition as of December 31<sup>st</sup>.

e) LSAC Update

Mr. Nelson stated that there was no meeting in October of the Local State Advisory Committee (LSAC). Mr. Nelson noted that LSAC now meets bi-monthly and the next meeting will take place on November 13<sup>th</sup>.

f) WRHSAC Updates

Ms. Galloway reported that in order to meet their CMS guidelines, the hospitals need to be involved more in community events and she suggested that HCHC members contact the hospitals if they are planning an event. Ms. Galloway next reported that the Communications Subcommittee is working on getting a trailer and she noted that they have a 180° camera on a 45 foot boom which can be used for public safety during a large open event. Ms. Galloway also stated that there have been conversations about conducting a training in the area for large events such as sporting events and she noted that possible locations are the Eastern States Exposition and Tanglewood. Ms. Galloway next announced that Bob Hassett was selected to be the Interim Chair of the Western Massachusetts Regional Interoperability Committee (WMRIC). Ms. Galloway also provided an update on the Multi-Agency Coordination Center (MACC) regional project. She noted that there are two centers in Berkshire County, one in Franklin County and one in Hampshire County, and she stated that they have begun the process in Hampden County by conducting a survey. Finally, Ms. Galloway noted that the Northwest Massachusetts Incident Management Team just returned from a 2 week deployment providing hurricane relief efforts in Puerto Rico.

At this point, Ms. Hirschhorn reported that the Family Reunification training she attended was totally geared towards school events although she noted that she could modify a lot of the documents that they were talking about. Ms. Galloway stated that the training template that WRHSAC created had eliminated all notes of schools so that it could be more universally acceptable and she noted that the trainer was to present using the WRHSAC template. Ms. Galloway stated that she will provide WHRSAC with Ms. Hirschhorn's feedback about the training.

Ms. Schaier stated that she attended the October 18<sup>th</sup> CHD Hoarding Conference that was presented by the Western Massachusetts Hoarding Task Force. Ms. Schaier reported that it was a very good seminar. She noted that there are a few hoarding cases in Holyoke and she plans to get involved with the Hoarding Task Force. Ms. Mulvenna stated that the Westfield Health Department will be connecting with the Senior Center about hoarding. Ms. Johnson asked if there are resources that are available locally. She noted that the PVPC runs a housing rehabilitation program and it is common to have applicants who are hoarders. Ms. Hirschhorn stated that there is an agency through the Hampden County Housing Court that is available for people who live in multi-family housing. She did not know if the agency could be approached directly and she suggested calling the clerk's office for more information.

g) MAVEN Report

Ms. Johnson reported that the Town of Russell is now on MAVEN. She thanked the City of Westfield for their help in accomplishing this objective, noting that all Coalition members are now on MAVEN which is a tremendous achievement. Ms. Johnson stated that she did not have any further MAVEN updates at this time.

h) Upcoming Events, Trainings & Exercises

Ms. Galloway stated that as reported earlier by Ms. Spencer, there will be a fall MRC Volunteer meeting on November 9<sup>th</sup> and she noted that the MHOA conference will take place on November 15<sup>th</sup>. Ms. Galloway also

stated that our next Coalition meeting is scheduled for December 7<sup>th</sup>.

8. Other Business

Ms. Galloway asked if there was any other business to conduct. Ms. Mulvenna reminded HCHC members that there are several domain groups that meet to discuss different topics related to the Hampden County Community Health Improvement Plan (CHIP) and she urged HCHC members to try to stay informed about what is going on with our CHIP even if we cannot attend the meetings. Ms. Mulvenna stated that she would like to see HCHC helping to guide the initiatives that the domain groups come up with and HCHC should be able to work in conjunction with those initiatives. Ms. Johnson asked if it would be helpful to have Joshua Garcia talk about the CHIP at the next HCHC meeting. Ms. Galloway noted that Mr. Garcia regularly sends out updates about each of the 5 domains and she recommended that HCHC members let Mr. Garcia know if they would like to be on his email list.

Soloe Dennis then informed HCHC members that a special commission for local public health has been established and he noted that two meetings have already taken place. He further noted that they have developed subcommittees and they are looking for members. Mr. Dennis stated that the Commission is putting forth proposals that affect local public health and it would be helpful for HCHC to learn about some of those recommendations and to look at ways that public health can advocate for funding at the local level. Mr. Dennis stated that he believed that Sam Wong will provide an update at the next MHOA meeting. Ms. Hirschhorn asked if there is a way to generate that information in email format. She noted that the local health departments should be on an email list because it's important to strategize how we will move forward. Ms. Hirschhorn stated that she would like to ask that the information be shared.

Ms. Galloway thanked Mr. Dennis for his update and she asked if anyone else had anything they would like to discuss at this time. Ms. Auer announced that there is a new training entitled *Stop the Bleed* that is a follow-up to the *Active Shooter* training and she noted that Agawam's Board of Health Chair, Dr. Gladys Fernandez-Largay, is one of the instructors. Ms. Auer stated that Agawam's Public Health Nurse, Sherry Petrucci, has already arranged the training for their school nurses and she noted that it will also be offered as a session at the MHOA Conference.

At this point, Ms. Schaier provided HCHC members with a slide presentation and brief update on her September 2017 deployment to the Florida Keys, along with Stephanie Bozigian-Merrick, in response to Hurricane Irma.

9. Meeting Adjourned

Ms. Galloway called for a motion to adjourn today's November 2, 2017 HCHC meeting at 11:44 a.m. LORRI MCCOOL MADE THE MOTION TO ADJOURN THIS NOVEMBER 2, 2017 HCHC MEETING; BEVERLY HIRSCHHORN SECONDED THE MOTION, AND ALL THE HCHC MEMBERS PRESENT UNANIMOUSLY APPROVED THE MOTION.