



**MINUTES OF HAMPDEN COUNTY HEALTH COALITION
THURSDAY, AUGUST 2, 2018**

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

CALLED TO ORDER AT: 10:01 a.m.
MEETING ADJOURNED AT: 11:24 a.m.

ATTENDEES:

Stephanie Bozigian-Merrick	Public Health Emergency Preparedness Planner, PVPC
Thomas FitzGerald	Health Director, Southwick
Jeanne Galloway	Co-Chair; Health Director, West Springfield
Angela Kramer	Public Health Nurse, Ludlow
Lorri McCool	Health Agent, Wilbraham, Monson & Hampden
Kimberly McKay	Office/Emergency Preparedness Assistant, Ludlow Board of Health
Cheryl Messer	Director of Nurses, Ludlow Board of Health
Michael Nelson	Regional Emergency Preparedness Coordinator, MDPH
Sherry Petrucci	Public Health Nurse, Agawam Health Department
Deborah Schaier	Public Health Nurse, Holyoke
Tammy Spencer	Co-Chair; Sanitarian, Health Department, Chicopee

GUESTS:

Lisa Cunningham	Public Health Nurse, Chicopee
Elizabeth Porchelli	Public Health Nurse, Springfield
Alex White	PVPC/MDPH Intern

DOCUMENTS DISTRIBUTED AT THIS MEETING:

- Agenda
- Minutes of Hampden County Health Coalition, Thursday, May 3, 2018
- HCHC FY 18 Financial Statement for the Months of May, June and July 2018
- PHEP Deliverables & Projects – BP1, BP1X
- EDS Related Deliverables – BP1X

1. Meeting Called to Order

Jeanne Galloway called the August 2, 2018 meeting of the Hampden County Health Coalition (HCHC) to order at 10:01 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 minutes of the last HCHC meeting which was held on May 3, 2018. There being no comments or questions, Ms. Galloway then called for a motion to approve the minutes of the May 3, 2018 HCHC meeting.

TOM FITZGERALD MADE THE MOTION TO APPROVE THE MAY 3, 2018 MINUTES; SHERRY PETRUCCI SECONDED THE MOTION AND ALL THE HCHC MEMBERS PRESENT UNANIMOUSLY APPROVED THE MOTION.

4. Financial Report

Ms. Galloway asked Ms. Bozigian-Merrick if she would like to comment on the HCHC Financial Statements for the months of May, June and July 2018, copies of which had been distributed. Ms. Bozigian-Merrick stated that she was not able to provide an update regarding the financial statements but she would be happy to relay any questions to Senior Planner Erica Johnson when she returns from maternity leave. Ms. Galloway then asked HCHC members if they would like to accept the financial statements as presented.

TOM FITZGERALD MADE THE MOTION TO APPROVE THE HCHC FY 18 FINANCIAL STATEMENTS FOR THE MONTHS OF MAY, JUNE AND JULY 2018; LORRI MCCOOL SECONDED THE MOTION, AND ALL THE HCHC MEMBERS PRESENT UNANIMOUSLY APPROVED THE MOTION.

5. Business At Hand

Ms. Bozigian-Merrick first circulated a calendar and she asked HCHC members to choose a date when she could talk with them about their Emergency Dispensing Site (EDS) plans. She also asked them to choose a date for their EDS drills. Ms. Bozigian-Merrick then provided HCHC members with a Power Point presentation on *PHEP Deliverables and Projects for BP1, BP1X* which included reports on the following agenda items: (a) WAG EDS Project Update; (b) 2018 Deliverables Update & Closed PODs; (c) Update & Poll on EDS Best Practices Document; (d) FNSS Project Progress Report; and (e) Emerging Infectious Diseases Deliverables Update.

BP1-BP1X – Group Homes

Ms. Bozigian-Merrick reported that HCHC met all OPEM deliverables for BP1 however she noted that several important projects are not yet finished. She then introduced HCHC's intern Alex White and she noted that he has been working on the Coalition's Group Homes Project. Ms. Bozigian-Merrick reported that they were able to engage 19 traditional group homes and 10 semi-dependent group homes and many others are pending. Mr. White stated that he attends UMass Amherst and he has enjoyed working with the MDPH Summer Internship Program since May. Ms. Bozigian-Merrick added that Alex will continue to work on the Group Homes Project during the month of August.

BP1-BP1X – Quarterly Drills

Ms. Bozigian-Merrick reported that HCHC did very well completing the HHAN drills but she expressed concern that only 5 out of 19 HCHC communities successfully responded to the last WebEOC drill. Ms. Bozigian-Merrick underscored that the Coalition will need to find new ways to deal with the challenges of WebEOC and she asked HCHC members to sign into WebEOC and update their EDS listing if they had not yet done so.

BP1-BP1X – EDS Plans

Ms. Bozigian-Merrick noted that for its regional project, the Western MA Public Health Coalition Advisory Group (WAG) worked on developing an EDS plan “scaffolding” or framework which is available for HCHC members. She explained that the scaffolding is intended to enhance interoperability of plans and she noted that additional information can be found in a handout she had provided entitled *EDS-Related Deliverables for BP1X*. Ms. Bozigian-Merrick noted that last year she informed HCHC members that OPEM would be looking at EDS plans across the state to determine how they could best provide support and, as part of that process, MDPH SNS Coordinator, Chase Hunter, reviewed the Coalition’s Job Action Sheets (JAS). Ms. Bozigian-Merrick stated that she will be sending HCHC members Ms. Hunter’s comments for them to consider as they review and update their EDS plans. She also reported that OPEM has developed a packet of JAS but they are not yet available. Ms. Bozigian-Merrick stated that HCHC’s EDS deliverable this year calls for each community to update a minimum of 2 EDS plan sections and she noted that some choices are elaborated in the handout she provided. Ms. Bozigian-Merrick also reminded HCHC members that the Coalition will be adding an Emerging Infectious Disease (EID) plan this year and she noted that the 3 OPEM drills can be arranged around EID.

BP1-BP1X – EDS Event Drills

Ms. Bozigian-Merrick stated that this past year all HCHC members successfully drilled their EDS components and completed metrics and After Action Reports (AARs) in a timely manner and she noted that the Coalition produced a *Promising Practices* document that she would like to share with the Local State Advisory Committee (LSAC) if HCHC is agreeable. Ms. Galloway asked HCHC members if they are willing to allow Ms. Bozigian-Merrick to share the best practices document with LSAC and they agreed to share the document. Ms. Bozigian-Merrick stated that the event drills will be repeated in BP1X with the same elements, i.e. site activation, staff notification and assembly, and facility setup. She also noted that OPEM is developing some new data collection devices. Ms. Bozigian-Merrick stated that last year, HCHC incorporated its Incident Command System (ICS) deliverable into the exercise events. As regards this year’s ICS deliverable, she noted that each community is supposed to look at how it uses ICS in order to improve utilization. Ms. Bozigian-Merrick stated that HCHC can again choose to incorporate ICS into the exercises or they could have a separate ICS event perhaps after a Coalition meeting.

BP1-BP1X – Closed PODS

Ms. Bozigian-Merrick stated that 7 new Closed POD partners have signed up and there are more than 20 pending Closed POD agreements. In addition, there are several old agreements that need to be updated and revisited. Ms. Bozigian-Merrick noted that HCHC doesn’t have a Closed POD deliverable for BP1X however the Closed POD partners who signed up are interested in doing an exercise and she suggested that the Coalition schedule an event for September or October which could include prospective Closed POD partners. HCHC members expressed their support for planning a Closed POD event and Mr. Nelson asked if PHEP funding is needed for this exercise. Ms. Bozigian-Merrick responded that the event would not run long enough for HCHC to be eligible to receive PHEP funding for food. In response to a question from Ms. Schaier, Ms. Bozigian-Merrick stated that college students

could be incorporated into this exercise as potential Closed POD partners.

BP1X – Deliverables

Ms. Bozigian-Merrick next reviewed the BP1X deliverables which include participating with HMCC; participating in quarterly coalition-wide drills; annual updating of the record of ICS training; updating contact information; utilizing MAVEN; conducting 3 EDS component drills; updating at least 2 EDS Plan sections; drill/exercise use of ICS; developing EID plan “template”; and, producing and adopting EID annex for EDS plans.

Ms. Bozigian-Merrick then gave an update on the following activities and projects she has been involved in:

- Electronic summer edition of the newsletter
- Supporting HCHC with specific PHEP projects
- MAPHN -working to develop an EDS presentation for graduating student nurses
- OSHA - working to put together a BloodBorne Pathogens Standard packet for EDS plans regarding new regulations for LPH to include volunteer vaccinators
- Reviewing documents and advocating for LPH in activities and initiatives by MDPH
- Continuing to support Hampden County MRC units with trainings, etc.
- BDLS, ADLS recertification; LPHI PHEP certification
- Assisted Region 1 Public Health and public safety colleagues with training and exercises
- Networking with response and recovery groups including MMRS, MAPHN, PVCOAD
- International Conference on EID in Atlanta, August 26-30
- WRHSAC Functional Needs Project which involves outreach to people with access and functional needs (A/FN) and outreach to first responders via interviews, focus groups and surveys to determine what resources first responders will need in order to care for people with specific A/FN. The end result will be a resource of tools and materials for first responders regarding A/FN.

Ms. Bozigian-Merrick asked HCHC members to let her know what PHEP projects they would like her to work on in BP1X and she offered some possible ideas including EID-related EDS Plan work, more specifically, conducting a Personal Protective Equipment (PPE) training for volunteers. She also suggested providing enhanced MRC support as well as revising the Coalition’s web page which has not been updated since 2014. HCHC members expressed interest in the PPE training. Ms. Galloway stated that she is interested in the EID work but she suggested waiting until after the EID conference. Ms. Schaier asked if a drill that Holyoke is planning could be incorporated into HCHC’s deliverables and she explained that the scenario involves a train that derails, hitting a school bus. Ms. Bozigian-Merrick stated that she could help with the exercise without it being a deliverable. She also let Coalition members know that she can offer her services as a Homeland Security Exercise and Evaluation Program (HSEEP) Certified Evaluator if there is an exercise in their community that Public Health should be involved in.

Finally, Ms. Bozigian-Merrick talked briefly about the increasing prevalence of ticks in the region. She projected a

slide of photos and information on the deer tick, the lone star tick, the dog tick, and *Haemaphysalis Longicornis* which is an invasive Asian longhorned tick that can transmit disease and can multiply rapidly. Ms. Bozigian-Merrick reported that *Haemaphysalis Longicornis* has recently been found in Pennsylvania and New Jersey.

f) FY18 and FY19 Budget Update

Ms. Galloway noted that the FY18 and FY19 budget update is not available.

6. News and Updates

a) MRC & PV COAD Updates

Tammy Spencer reported that Peter Prieto has been hired as the team leader for the Central Hampden County MRC and they would like to convene a meeting sometime in September so that all the MRC volunteers can meet with Mr. Prieto. Ms. Spencer added that she did not know if there will be an August MRC meeting. Ms. Bozigian-Merrick reported that the Pioneer Valley Community Organizations Active in Disasters (PVCOAD) met on July 26th and they will conduct an exercise on October 22nd to evaluate their new abbreviated Operations Manual. She added that the exercise will also focus on how to utilize their resources in a timely manner. Ms. Bozigian-Merrick explained that PVCOAD is an organization of resource agencies such as the Red Cross, the Salvation Army, Behavioral Health Network and MRC and she noted that everyone who represents volunteers is welcome.

b) HMCC Update

Ms. Galloway noted that the Western Massachusetts Health and Medical Coordinating Coalition (HMCC) encompasses the 4 counties in western Massachusetts and it includes Public Health, Emergency Management, Hospitals, Long-Term Care Facilities and Community Health Centers working together on various issues. Ms. Galloway also noted that HMCC is staffed through the Franklin Regional Council of Governments (FRCOG). Ms. Galloway stated that this year the federal government would like the HMCCs to have active subcommittees and she asked HCHC members to feel free to sign up if they are interested in participating on the HMCC subcommittees.

c) MCD Update

Ms. Galloway stated that the Pioneer Valley Mosquito Control District (PVMCD) was officially adopted last October and she reported that 6 communities are on board and there are 5 Commissioners. Ms. Galloway noted that PVMCD was fortunate to receive another Efficiency and Regionalization Grant in the amount of \$250,000. In addition, the PVMCD received \$100,000 through the CDC and the state which allowed them to purchase equipment and supplies needed to set up an office. Ms. Galloway noted that there is no physical location as yet because that will require additional funding although she stated that a storage location is available in Greenfield.

Ms. Galloway noted that currently any community in Hampden, Hampshire or Franklin Counties can join the PVMCD at no charge, however, next year there will be fees involved. She explained that the PVMCD was formed on a voluntary contribution basis and funds will need to go into a trust fund that is used to pay for the district. Ms.

Galloway reported that Agawam, Bernardston, Deerfield, East Longmeadow, Northampton and West Springfield have officially signed up to join the PVMCD and she pointed out that the more towns that are on board, the less it will cost each community. Ms. Galloway stated that the basic cost to hire the superintendent to conduct outreach, education and administrative activities might be \$4,000 -\$7,000 per community depending on how many towns join, however, there will be additional costs if a community chooses services above and beyond that minimum fee. Ms. Galloway then responded to several questions that were raised and she asked HCHC members to let her know if they are interested in joining the PVMCD.

d) Western MA Public Health Advisory Group (WAG)

Mr. Nelson reported that WAG did not meet during the summer and he stated that they will reconvene next week.

e) LSAC Update

Mr. Nelson also stated that there were no LSAC meetings during the summer and LSAC will meet later in August.

f) WRHSAC Updates

Ms. Galloway reported that the Western Region Homeland Security Advisory Council (WRHSAC) is still looking for a backup Public Health representative. She noted that the candidate must be put forward by Public Health to WRHSAC and then the individual has to be approved by the Governor. Ms. Galloway reported that WRHSAC now has 17 emergency support functions and she noted that the latest one to be added is Cybersecurity. She also noted that WRHSAC is looking to add school superintendent-level representation from the region. Ms. Galloway reported that the Western Mass Tech Rescue Team that WRHSAC has supported over the years was very active in June and July when they responded to several issues. Ms. Galloway noted that Mercy Medical Center will be conducting a drill with Mass Decon on August 9th and they will be doing a PPE with Mass Decon on August 14th. Ms. Galloway next reported that WRHSAC has purchased a variety of larger items including misting tents, light towers, radio stations, sign boards, etc. which have been used extensively across the region. She also noted they have barriers that HCHC members can borrow if they need to block off streets for an event.

As regards Hampden County's participation in regional sheltering, Ms. Galloway noted that the Towns of Longmeadow and East Longmeadow took part in a shelter drill. Ms. Bozigian-Merrick stated that the event went very well and she explained that the two communities got together to review, in table top format, their plans for sheltering and how they could share resources. She noted that they don't have a plan for a regional shelter but they do have a plan for coordinating and for sharing resources and possibly supporting one another if there is an issue that requires sheltering. In response to a question from Ms. Galloway, Ms. Bozigian-Merrick stated that the AAR is ongoing noting that they will be soliciting comments for another week or two.

Ms. Galloway stated that several trainings have been offered recently through WRHSAC's Training and Exercise Subcommittee. Ms. Galloway further stated that the trainers for these events are nationally certified and conduct

trainings across the country, and she reported that they have been consistently impressed with the level of training and knowledge in western Massachusetts. She also noted that many people look at the work that has been done through WRHSAC and she pointed out that WRHSAC's Family Reunification Plan has been utilized nationwide and presented at national conferences. Ms. Galloway noted that WRHSAC is planning an all-day symposium for the spring which will involve a half day on Cybersecurity and a half day on Emerging Threats. Finally, Ms. Galloway reported that Ann Shea, the current Chair of the PanFlu Subcommittee, is retiring from Mercy Medical Center so they will need to find another hospital representative as well as another chair for that subcommittee.

g) MAVEN Report

Angela Kramer gave an update on some of the diseases that she has been seeing in the region. She reported that she had a case of *Varicella* in an adult and she also reported that a high school student who had been vaccinated had contracted *Pertussis*. Ms. Kramer stated that the student recovered and there hasn't been another case that she is aware of but she pointed out that the TDaP (tetanus, diphtheria and pertussis) vaccine needs to be stronger. Ms. Kramer next reported that she also had a case of *Legionellosis* which is a bacterium that causes pneumonia. She noted that the individual had a compromised immune system prior to developing the disease. Ms. Kramer also reported that the state called her about a possible cluster of *Cryptosporidiosis* and she explained that this is a disease caused by a microscopic parasite that lives in the intestines of humans and animals. In addition, Ms. Kramer noted that in the past few weeks she has been seeing a lot of tickborne related illnesses and she asked HCHC members if they would like to think about creating a newsletter to educate the public about ticks. A brief discussion followed and Ms. Bosigian-Merrick noted that Aimee Petrosky had created a very good ½ hour video on mosquito and tick bite prevention which is available through YouTube. Finally, Ms. Kramer reported that the HHAN had notified her that our region is now considered a "moderate" risk due to the *West Nile Virus*.

h) Upcoming Events, Trainings & Exercises

Ms. Bozigian-Merrick noted that on August 23rd there will be a *CMS/Vaccine Cost Reimbursement* training at the PVPC if any HCHC members would like to attend.

7. Other Business

Ms. Galloway asked if there was any other business to conduct but no further business was presented for discussion.

8. Meeting Adjourned

Ms. Galloway called for a motion to adjourn today's August 2, 2018 HCHC meeting at 11:24 a.m. LORRI MCCOOL MADE THE MOTION TO ADJOURN THIS AUGUST 2, 2018 HCHC MEETING; TOM FITZGERALD SECONDED THE MOTION, AND ALL THE HCHC MEMBERS PRESENT UNANIMOUSLY APPROVED THE MOTION.