



**MINUTES OF HAMPDEN COUNTY HEALTH COALITION
THURSDAY, AUGUST 1, 2019**

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

CALLED TO ORDER AT: 10:05 a.m.
MEETING ADJOURNED AT: 11.20 a.m.

ATTENDEES:

Lisa Cunningham	Public Health Nurse, Chicopee
Thomas FitzGerald	Health Director, Southwick
Christopher Goshea	Public Health Emergency Preparedness Planner, PVPC
Beverly Hirschhorn	Director, Board of Health, Longmeadow
Erica Johnson	Senior Planner, PVPC
Angela Kramer	Public Health Nurse, Ludlow
Joshua Mathieu	Health Agent, Palmer
Cheryl Messer	Director of Nurses, Ludlow Board of Health
Michael Nelson	Regional Emergency Preparedness Coordinator, MDPH
Aimee Petrosky	Health Agent, East Longmeadow
Deborah Schaier	Public Health Nurse, Holyoke
Tammy Spencer	Co-Chair; Sanitarian, Health Department, Chicopee

GUESTS:

Valerie Bird	Tolland Health Agent
Tony L. Pettaway	Springfield Health & Human Services

DOCUMENTS DISTRIBUTED AT THIS MEETING:

- Agenda
- Minutes of Hampden County Health Coalition meeting, Thursday, June 6, 2019
- HCHC FY 19 Financial Statement for the Month of July 2019
- Regional Coalition Budget Summary, PHEP, Budget Period 1 (BP1)

1. Meeting Called to Order

Tammy Spencer called the August 1, 2019 meeting of the Hampden County Health Coalition (HCHC) to order at 10:05 a.m.

2. Welcome & Introductions

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

3. Approval of Minutes

Ms. Spencer asked if there were any comments or questions regarding the minutes of the last HCHC meeting that was held on June 6, 2019. There being no comments or questions, Ms. Spencer then called for a motion to approve the minutes of the June 6, 2019 HCHC meeting.

JOSHUA MATHIEU MADE THE MOTION TO APPROVE THE JUNE 6, 2019 MINUTES; LISA CUNNINGHAM SECONDED THE MOTION AND ALL THE HCHC MEMBERS PRESENT APPROVED THE MOTION.

4. Financial Report

Erica Johnson presented the FY 19 Financial Statement for the month of July 2019 which represents the budget for the fiscal year ending on June 30, 2019. Ms. Johnson stated that there is a balance of \$1,558.54 that will be sent back to Boston once they approve our report. Ms. Johnson explained that it is challenging to completely spend down the balance because she has to make estimations without exceeding the remaining funds. After a brief discussion, Ms. Spencer called for a motion to approve the HCHC Fiscal Year 2019 Financial Statement for the Month of July 2019.

JOSHUA MATHIEU MADE THE MOTION TO APPROVE THE HCHC FISCAL YEAR 2019 FINANCIAL STATEMENT FOR THE MONTH OF JULY 2019; BEVERLY HIRSCHHORN SECONDED THE MOTION, AND ALL THE HCHC MEMBERS PRESENT UNANIMOUSLY APPROVED THE MOTION.

5. Business At Hand

a) PHEP FY20 Budget Review

Ms. Johnson next reviewed the Coalition's FY 20 budget and she briefly discussed each of the budget line items. Ms. Johnson pointed out that \$3000 has been allocated for MAVEN. She noted that there have been conversations over the years about whether the towns that benefit from MAVEN should pay for this service instead of the Coalition however she noted that the towns do not have a contractual obligation to provide or pay for MAVEN coverage. Ms. Johnson explained that this is a responsibility of the PVPC and she noted that PVPC's Executive Director signs a contract every year with FRCOG stating that we will provide 100% MAVEN coverage. Ms. Johnson pointed out that the Town of Ludlow does a very good job maintaining this service and she felt that this is money well spent. Ms. Johnson also talked about Coalition memberships and she noted that there are some memberships she would like to add in the coming year. Finally, Ms. Johnson noted that \$3500 has been allocated for the MHOA Conference but she pointed out that it may be necessary to add more money given that this conference has become increasingly expensive. She also noted that HCHC members can apply for scholarships that are offered by MHOA, adding that Tom FitzGerald received this scholarship which allowed him to attend for free.

In response to a question about additional grant funds, Ms. Johnson stated that the PVPC will be receiving some MRC funds and there will also be some funding through WHRSAC for Non-Pharmaceutical Interventions (NPI). Mr. Goshea explained that NPI includes quarantine, isolation, shutting down large gatherings, and similar practices that are needed during a major disease outbreak. He stated that the goal of this project is to learn about best practices nationwide, to find out what the gaps are, to develop a training curriculum and then to conduct a training.

b) PHEP FY20 Workplan & Deliverables Update

Mr. Goshea thanked HCHC members for their work on the FY 19 deliverables. He noted that the state needed

electronic copies of everyone's EDS plans so he submitted them on behalf of every EDS but he will need updates going forward and he will need electronic copies to submit to the state. Mr. Goshea stated that for FY 20 everyone is required to update at least two sections of their EDS plans and one section needs to address *At Risk Populations*.

Mr. Goshea noted that ICS requirements will continue in FY 20 and if anyone does not have certification in ICS-100.c, 200.c, 700.b and 800.c, they will need to be updated. Mr. Goshea stated that ICS-300 is a requirement as well and this has been a challenge since the class is usually in Boston. Mr. Goshea stated that he reached out to MEMA who may consider providing the 300 course locally if there are enough seats to fill the class. Mr. Goshea noted that not everyone needs to take the 300 course, however, it is required by EDS and BOH leadership. He also noted that HCHC members are encouraged to get as much training as possible.

Mr. Goshea stated that we will continue to work on the EDS activations. He noted that as in the past, HCHC members can conduct the traditional *Site Activation; Staff Notification and Assembly; and Facility Set-up* or there is an option to complete a table top exercise. Mr. Goshea noted that if HCHC members opt for the table top exercise, they will need to incorporate the Emerging Infectious Disease (EID) changes they made last year and they also need approval from the state. He noted they do not need approval to do the *Site Activation; Staff Notification and Assembly; and Facility Set-up*. Mr. Goshea stated that this deliverable has to be completed by March 30, 2020. Ms. Petrosky noted that East Longmeadow is trying to see if a new location will work as a shelter so they are doing a full sheltering exercise and she asked if that would count as the Site Activation drill. Mr. Nelson stated that as long as it's the same EDS contact, then it would count. In response to a question from Ms. Hirschhorn, Mr. Nelson stated that flu clinics are allowed for this exercise if they are conducted at the EDS location.

c) Food Waste Recycling & New Codes

Ms. Spencer reported that at the end of June, she attended a MassDEP and Recycling Works seminar in Lakeville about food waste and commercial composting and she stated that Recycling Works has indicated that they would be willing to talk to the Coalition if HCHC members are interested in learning more about food waste recycling. Ms. Petrosky stated that she would be interested and she asked if we could open it up to recycling coordinators in our communities. Ms. Spencer felt that would be a good idea and she stated that she will contact Recycling Works.

6. News and Updates

a) MRC & PVCOAD Updates

Tammy Spencer reported that there will be a PVCOAD meeting next week. Ms. Johnson then talked to the group about the changes in MRC leadership for Hampden County. She noted that previously the Hampden County Coordinator position was filled by a consultant but this year it will be a PVPC staff position. Ms. Johnson explained that the PHEP program is a sustainable program however the MRC program is not. She noted that PHEP funds have been used to supplement the MRC program but it makes more sense to use MRC funds to supplement the PHEP. Ms. Johnson stated that fortunately our PHEP Planner, Chris Goshea, is also an experienced MRC

coordinator and trainer and so this provided an opportunity to streamline some work to remove the consultant position and handle this role in-house. Ms. Johnson underscored that this decision had nothing to do with our consultant or her work performance but it had to do with funding and efficiency. She noted that this has allowed a little more flexibility with our budget and the intention is to have some funds available for trainings. Ms. Johnson stated that this will also make it possible for us to provide \$1,000 for each MRC unit for the first time. Mr. Goshea noted that the MRC met in July and he stated that most leadership seemed to be receptive to the changes.

Mr. Goshea stated that he recently sent out a survey to all the MRC membership to find out their training needs, to update contact information and to help map out on the PHEP side how realistically prepared we are for different disasters. Mr. Goshea stated that the next meeting of the MRC will take place on Thursday, August 8th. He also noted that as part of the recruitment for MRC, they are considering doing a *Hands Only CPR* event at the Big E on September 19th which is Massachusetts Day. Mr. Goshea noted that the application was submitted and he was informed that the Big E hopes to make a decision in the next couple of weeks. Mr. Goshea noted that everyone is more than welcome to help with this event regardless of whether or not they are a MRC member. Ms. Spencer also stated that the *Big 5K Road Race* will take place in August and she offered to send HCHC members the contact information for this event if they are interested in assisting.

Mr. Goshea reported that there was a potential activation to West Springfield during the heat emergencies. He stated that he sent an email blast to all the MRC leadership and there were at least 4 units that could have potentially responded if West Springfield were to open a shelter. Mr. Goshea remarked that it's good to see that the teams are willing to partner up to help each other out. Ms. Hirschhorn noted that some MRC units are not covered by their town insurance if they work outside their jurisdiction. Mr. Goshea acknowledged that there are different liability issues and coverage however if an MRC unit is activated, the state leaves it to the discretion of the MRC unit to decide what they would like to do.

Ms. Spencer then gave a brief update regarding the Central Hampden County (CHC) MRC. She noted that she and Lois Luniewicz were co-coordinators of the CHC but Ms. Luniewicz decided that it would not make sense to continue without also being involved as the Hampden County MRC Coordinator. Ms. Spencer noted that with the help of Ms. Johnson, they decided to have an Open House series beginning with Agawam on September 23rd followed by West Springfield in October and Wilbraham in November. They will also start the New Year with Open Houses in Chicopee and Holyoke. Ms. Spencer explained that the Open House series will include a "meet and greet", as well as a miniature MRC 101 and she noted that Mr. Goshea has also kindly agreed to provide a training for this event. Ms. Spencer then announced that she plans to serve as the Coordinator for CHC MRC, noting that she did not feel it will be necessary to hire anyone else to help with the units.

b) HMCC Update

Ms. Spencer reported on behalf of Jeanne Galloway who was unable to attend today's HCHC meeting. Ms.

Spencer noted that HMCC is working on Hazard Vulnerability Assessments and work plans for the coming year.

c) MCD Update

Ms. Spencer reported that surveillance is underway and there are no positives in the region yet. Ms. Petrosky added that the Pioneer Valley Mosquito Control District (PVMCD) is accepting new members. She noted that EEE levels are increasingly high in other parts of the state so this might be a good time to buy in. She also noted that the West Nile Virus is expected to start popping up in our communities. Ms. Petrosky noted that there was some confusion about the buy-in rate which was set at \$5,000 for 3 traps for the duration of the mosquito season but since we are partially through the season PVMCD can reduce that rate if anyone is interested. Ms. Petrosky also reported that PVMCD is in the process of hiring a superintendent and they hope to conduct interviews by mid-August. She stated this individual's primary responsibility will be to talk to the communities about joining for the next season and she noted that buy-in is currently set at \$5,000, adding that, hopefully, next season there will be options for more than just surveillance. Mr. Mathieu noted that he has not been receiving updates about what has been done in their town. Ms. Petrosky stated that she will need to add him to the distribution list in order to receive the trends of mosquito counts, etc. however if anything is found, that information would come directly from DPH who would alert the town. Ms. Messer suggested approaching the Conservation Departments as a way to encourage more towns to join the PVMCD. Ms. Petrosky said she would bring up that suggestion at the next meeting.

d) Western MA Public Health Advisory Group (WAG)

Michael Nelson stated that the WAG will meet next week after taking a summer hiatus. Mr. Nelson also reported that a *Crimson Contagion* exercise will take place on August 13th at MEMA headquarters in Framingham but he did not have additional details about the event at this time.

e) LSAC Update

Mr. Nelson noted that LSAC has not met in several months and he stated that they will meet later this month.

f) WRHSAC Updates

Ms. Spencer reported that the Pan Flu Planning Subcommittee *Message Mapping* project is moving forward. As regards the Training and Exercise Subcommittee, upcoming trainings include: *Hazmat Homemade Explosives* - September 11th; *Inner Resilience* - September 19th; *Line of Duty* - November 19th; and, *Wide Area Search* - December 19th. Ms. Spencer also noted that the *Active Threat Integrated Response Course* (ATIRC) training has been postponed until January when the instructor returns from deployment. Mr. Goshea stated that as regards the *Functional Access Needs* project, the education targeted for first responders is also scheduled for September 11th. He also noted that the first meeting for the NPI project took place in July and they will have another meeting soon.

g) MAVEN Report

Angela Kramer reported that last month she had a case of *Shigella* in Hampden. She noted that the state contacted

the patient because apparently they saw clusters in Chicopee State Park and there was concern about swimming there. Ms. Kramer noted that the patient had not gone swimming so she was able to close that case quickly. Ms. Kramer reported that a week later she had another case of *Shigella*, this time from Ludlow, and she again closed the case because the individual did not go swimming. She noted, however, that the state reopened the case, perhaps because she did not talk to the patient. Ms. Kramer remarked that she does not like to contact the patient but prefers to talk with the physician's office. Ms. Kramer noted that there was a previous case where she contacted a nursing supervisor on the Cape who would not provide any information because he did not believe she was a nurse. Ms. Kramer stated that there is a letter that she could fax to providers however, it was written several years ago and it was signed by a doctor who has since retired. She underscored that this letter needs to be updated. HCHC members agreed and a brief discussion followed. Ms. Kramer stated that she plans to contact DPH. Finally, Ms. Kramer reported that she is seeing more tickborne diseases and she noted that she had two cases of flu. A question was raised about the best time to get flu shots and Ms. Kramer suggested October/November. She recommended not getting the vaccine too early given that it's important to be protected during peak season, January through March.

h) Upcoming Events, Trainings & Exercises

Ms. Messer gave a brief PowerPoint presentation on *Operation Stand Down* and she stated that this event will take place on September 6th at Boston City Hall from 8:00 a.m. to 2:00 p.m. Ms. Messer explained that this is a huge event for veterans that is run by Kitty Mahoney from MAPHN and she noted that volunteers are needed to support a variety of services at the MAPHN Foot Care Tent including helping with set up at 7:00 a.m. and demobilization at 3:00 p.m. Mr. FitzGerald also announced that the Western Mass Public Health Association (WMPHA) is planning a conference in Northampton on September 10th. He noted that they hope to have several speakers, including MDPH Food Protection Program Director Michael Moore, to answer questions and concerns regarding the issue of retail outlets selling CDBs in the towns. He asked HCHC members to visit the WMPHA website, www.wmpha.org for more information. Ms. Petrosky also announced that on October 29th there will be a *Totally Title V* seminar. She noted that the cost for this event is \$125 and she stated that it offers 5.5 CEUs.

7. Other Business

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

8. Meeting Adjourned

Ms. Spencer called for a motion to adjourn today's August 1, 2019 HCHC meeting at 11:20 a.m. AIMEE PETROSKY MADE THE MOTION TO ADJOURN THIS AUGUST 1, 2019 HCHC MEETING; CINDY MESSER SECONDED THE MOTION, AND ALL THE HCHC MEMBERS PRESENT UNANIMOUSLY APPROVED THE MOTION.