

# Plymouth County Emergency Preparedness Coalition

## Agenda and Meeting Notice

**Time:** Executive Committee – 12 noon, Full Coalition 1:00 – 3 pm **Date 11/09/2010**

Location: Middleboro Town Hall, Nickerson Ave. **Posted on MAHB Coalition webpage**

<http://www.mahb.org/emergencyprep/EPC.htm>

### Executive Committee Agenda Topics

- Approve September Minutes
- Review of PHEP/PHER Budgets
- PHER Spending Planning
- Equipment requests

**Halifax** lap top battery – approx \$110 through Staples

**Abington :** WB Mason Laminator Saturn item# FEL5213301 \$179.95, WB Mason Laminating Saturn Sheets item# AVE 73601 \$12.55 per box of 50 sheets

WB Mason Shredder HSM item# HSM1104 \$590.00, WB Mason MFC-Networking Fax/Scanner/Printer item# BRTMFC 9120CN \$749.99; 1-800Wheelchair.com 3 panel privacy Screen item# winskq-363 Mosel 2551, Quantity 2, \$119.00 each, total \$238.00; Comark 1-888-388-6372 C22 Waterproof Digital Themocouple Model C22, Tundra 81190 Cost \$189.90; Wal-Mart Nikon Coolpix L22 red 12MP Digital Camera UPC 00011820826198 \$109.00, two coolers and a hand cart (from last meeting)

**Wareham** - Brother copier - \$174.99, and toner \$58.22

WB Mason cart with extension rod for \$141.99

**Middleboro** –Brother Copier - \$174.99 and toner \$58.22

**Whitman** – All in One Printer - 333.87 or sale 233.87, Dell laptop model 1440-37180BK \$870

Total estimated costs of Equipment - \$3815.99

- Training request –Halifax - Harvard School of Public Health Center for Public Health Preparedness; NE ASM Northeast Branch of the American Society for Microbiology – registration for Cathy Drinan @\$258
- Clarification on Cell Phone policy – regular service vs. blackberry service
- Agenda for December Meeting
- Re-Org of Executive Committee
- Representation on Statewide Local Public Health Advisory Committee
- MRC Coordinator

Adjourn time 1pm

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### Full Coalition Agenda Topics

- Executive Committee Report - Tracy Mayo - 10 minutes
- Approve minutes of September meeting – 5 minutes
- Review of Budget/ Host Agent Questions –Marcia Benes – 10 minutes
- Statewide Local Public Health Advisory Committee Representative
- Election of Officers to Executive Committee (2 Positions open)
- Date for next meeting – January 11, 2011
- Adjourn – Time \_\_\_\_\_

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### **II. Goals – Desirable Outcomes – At the end of the meeting, the coalition will have:**

- Discussed the current budget
- Provided an opportunity for communities to ask questions regarding PHER and PHEP Funding
- Chosen a representative for the LHAC
- Voted on 2 positions for the Executive Board

### **III. Assignments & Reminders -**

1) As of 1/3/2010 DPH has yet to receive approval from CDC for the overall PHER NCE spending plan that was submitted on October 15. **Until DPH receives it, further spending of the funds is not recommended and could be subject to disapproval later if it's found to be unallowable based on the response from CDC.**

2) All plans to use PHER NCE funds to support flu clinics must be approved in advance by EPB. These must be submitted in writing to Mike Coughlin and include language which justifies spending for the flu clinic in accordance with guidelines distributed previously and discussed on the PHER NCE conference call. The clinic must be structured to further pandemic preparedness in the community or region and to build on lessons learned from the H1N1 response. The easiest way to address these points is to organize a clinic(s) that follow through on recommendations made in an H1N1 AAR. The AAR could be one generated by the coalition, the AAR developed by DPH-EPB, or the AAR issued last week by the Coalition for Local Public Health.



Plymouth PHER Wide Budget

11/5/2010							
	Proposed Budget	MAHB PA	Request for	Pending	Approved		
PHER I & II		paying	Agent Request				
Plymouth Community	Base	Paid	Form				
Abington	2,500.00	2,500.00					
Avon	2,500.00	2,500.00					
Bridgewater	2,500.00		Need				
Brockton	2,500.00	2,500.00					
Carver	2,500.00	2,500.00					
Duxbury	2,500.00		PA				
East Bridgewater	2,500.00	2,500.00					
Halifax	2,500.00	2,500.00					
Hanson	2,500.00	2,500.00					
Holbrook	2,500.00	2,500.00					
Kingston	2,500.00	2,500.00					
Marion	2,500.00	979.31	PA				
Marshfield	2,500.00	2,500.00					
Mattapoisett	2,500.00	2,500.00					
Middleborough							
(A) Detail of payments to communities on sheet two							
	2,500.00		PA				
Plympton	2,500.00		PA				
Randolph	2,500.00	2,500.00					
Rochester	2,500.00	2,028.30	PA				
Rockland	2,500.00		PA				
Wareham	2,500.00	2,500.00					
West Bridgewater	2,500.00		PA, no \$ spent \$				
Whitman	2,500.00	2,500.00					
<b>Total 24 towns</b>	<b>55,000.00</b>	<b>38,007.61</b>					

