



Region 4A Medical Reserve Corps

Meeting Minutes

**Under the provision of G.L. c. 30A, The Region 4A Medical Reserve Corps
conducted a MRC Advisory Board meeting
Thursday, January 23, 2014
10:00 a.m.-12:00 noon
Wayland Town Hall
Selectmen's Meeting Room
41 Cochituate Road. Wayland, MA 01778**

Call to order and quorum by Board Chair Ruth Mori 10:00 a.m.
Attendees: Heidi Porter, Susan Rask, Ruth Mori, Robin Chapell, Cathy Corkery, Archana Joshi

Administrative Business

Approval of past MRC Advisory Board Meeting Minutes

- Motion to approve MRC AB Meeting Minutes for October 16, 2013 by Susan Rask and second by Heidi Porter. 3 in favor, 1 abstain, Motion approved as presented.
- Motion to Table MRC AB Meeting Minutes for November 12, 2013 – minutes need to be changed to note that Susan Rask was not present.
- Motion to approve MRC AB Meeting Minutes for December 10, 2013 by Susan Rask and second by Heidi Porter. 3 in favor, 1 abstain, Motion approved as presented, with attachments: “Massachusetts Department of Public Health, Health Care Volunteers and Liability” and “Massachusetts Department of Public Health, Volunteers and Liability”.

Statewide MRC Meeting/Steering Committee/ Other Committee meetings

Major discussions:

- IIGL, Joanne's email full, unable to accept messages and concerns with webmaster contractor applications. Follow up with IIGL and discussed situation and concerns
- IIGL-The MRC AB wants someone from IIGL to attend Advisory Board meetings and take official minutes, be prepared to answer questions (ex. Budget), and communicate about issues (ex. email). Heidi Porter will contact IIGL.
- Statewide MRC Steering Committee meeting coming next month. Ruth Mori is the designated attendee as Exec Director but will communicate the date so if cannot make it another AB member can attend.

New Business

Discussion regarding MRC Coordinator Update: Cathy Corkery:

- Cathy will report to the General Coalition statistics on visits to communities. She will continue to work with communities to determine volunteer base and communication with health department staff and volunteers.
- Cathy will start working on ideas for a Newsletter (how often, ideas on content).



- Cathy will request time at General Coalition meetings to discuss best practices regarding MRC. Plan to start at March meeting.
- NACCHO 2014 Preparedness Summit - April 1-4, 2014 - Atlanta, GA: Motion to send Cathy Corkery as the Advisory Board representative by Susan Rask and second by Robin Chapell, all in favor, motion approved as presented. Cathy will talk to IIGL to understand proper process.
- Lindsay Tallon coming to the General Coalition meeting to discuss MA Responds. Discuss pro's (it is a database, secure, can use it to credential, monitor training, and deploy, one system-creates efficiency) and concern's (trust that MDPH will email volunteers again, who is database shared with, who has access, who doesn't have access-town leaders can't email volunteers, where does the funding come from and how long will it last).
- Cathy will continue to request to be placed on community MRC email distribution lists and Volunteer contact information to share training, tips, best practices etc at upcoming GC meetings
- Discussion regarding frustration of the MRC Websites. Deployment website is difficult to navigate and requires a lot of webmaster support. Previous written Deployment SOP has not been user friendly. Cathy has followed up with webmaster, contacts have been updated. She will continue to work with webmaster to improve deployment information. In the meantime, if a deployment is required, she will use an alternate form of tracking volunteers (excel).
- Look at other State Website for ideas (Kansas, Michigan, Minnesota, Vermont).
- At this time there are 3 approved contractors for CPR/First Aid. IIGL, Luisa Santiago has stated that in addition, we can use trainers from local communities, fire/police/schools.

Review of MRC Budget (MDPH and NACCHO Funds)

- NACCHO fund balance information from Weston and IIGL Discussion that any training related expenses should be submitted to Advisory Board to be paid from MRC funds rather than NACCHO as funding is diminished

Additional Member Concerns/Issues

Training:

- Discussion regarding implementing a "Regional Speaker Series". Cathy will market at each General Coalition meeting asking members to promote the events to their volunteers. Plan to have 3 events in spring (March, April, May) and 1 or 2 in fall. Plan to rotate among the sub-regions. March- Natick/Framingham, member of the National Guard regarding preparedness, April- Concord/Lexington/Burlington area, MRC Unit Leader Jean Roma regarding Nursing Perspective, May- Walpole, Dr. Demaria regarding Infectious Disease response

Adjourn

12:00 noon