



Region 4A Medical Reserve Corps Advisory Board
Friday, June 12, 2015, 12:00 P.M. - 2:00 P.M.
Wayland Town Hall, Selectmen's Meeting Room
41 Cochituate Road. Wayland, MA 01778

Call to order and quorum by Board Chair/Executive Director

12:00 PM

Attendees: Heidi Porter, Susan Rask, Linda Callan, Kitty Mahoney
Archana Joshi, JoAnne Petro, Cathy Corkery, Rebecca Stadolnik

Administrative Business:

Upcoming Meetings: Thursday, July 16, 2015, 12:00 p.m. – 2:00 p.m.

Approval of past MRC Advisory Board Meeting Minutes

- Wednesday, April 8, 2015, postpone to next meeting

Statewide MRC Meeting/Steering Committee/Other Committee meetings

State MRC Coordinators meeting, June 9, 2015 – Cathy Corkery attended, see attached notes.

State Steering Committee meeting, Heidi Porter attended.

-HMCC, re-bid Region 4A/B

-Volunteer Protection Bill, need more data for legislation to go forward. Need effective costs to show value of our volunteers.

-Reporting requirements important, there is a discrepancy in true value, they are working to fix.

-FOIA (Freedom of Information Act) concern. MRC Coordinator should start using google email and google docs, correspondence and documents are public information, need to keep separate from any personal information. Kitty Mahoney will work with Cathy Corkery on “name recognition”, how to set up google so it will display as “Cathy Corkery, Region 4A MRC Coordinator”.

Fiscal Budget Update from Fiscal Agent IIGL/ NACCHO Funds

The end of the fiscal year is June 30. Need April, May, June invoice for Doris Moore ASAP. Cathy Corkery will finish up all training and submit invoices right away.

Any remaining funds from the budget: **Susan Rask; motion to purchase “assisted listening devices” with our remaining funds, second by Kitty Mahoney. All in favor, motion approved as presented.** IIGL will order them and bring to meeting for distribution.



Budget Period 4 Deliverables and Draft Budget Discussion and Vote

Heidi Porter: Budget-Based on survey, we are getting things done. Recognize that there is a lot in the MRC Coordinator Job Description.

MRC AB will survey region to see how they think things are going, should we refocus our efforts. We will keep things the same for next 3 months, cannot commit after that.

MRC proposed budget for first quarter (1 July – 30 September), see attached.

Susan Rask; motion to approve MRC budget for first quarter, second by Linda Callan. All in favor, motion approved as presented.

For Quarters 2-4, wait and see, survey will be conducted.

LSAC meeting is 22 June, will need MRC budget after that.

HMCC – uncertain future. We don't know if we have 15%, (the new HMCC sponsoring organization is not supposed to take that percentage out of budget). Not yet answered.

PHEP funding for the first quarter only, (1 July – 30 September), IIGL will take normal 15%. MRC funds are unknown.

IIGL will continue to support as it always has, at least for the 3 months.

New Business

MRC Coordinator Deliverable Update and Discussion:

- iCORI update-Cathy Corkery now has approval to conduct CORI checks, awaiting waiver of fee (\$25.00 per CORI). Used IIGL as fiscal agency, will have to update that after first quarter when we have a new fiscal agent.
- Volunteer Registration Process – (designed for Public Health/MRC leaders), MRC AB will review for discussion next meeting
- MRC Brochure – send back out to MRC AB for review.
- New MRC Volunteer Core Competencies have been developed based on the Competencies for Disaster Medicine and Public Health (DMPH). Cathy Corkery will send them out to MRC AB members for review and discussion. Cathy will adjust our Volunteer Handbook.



- MRC Volunteer Training Update – Discussion ideas for fall:

Psychological First Aid (full day/8 hour course), can we break it up to 2 or 4 hours pieces and hold possibly late Oct - Nov

Smallpox/flu went very well (Framingham). Conduct it again – host it in Concord in Fall Ask Walpole/Wrentham.

Mental health, substance abuse, depression:

What types of drugs are out there, current information, Ex: recreational/medical marijuana, eat, drink, kids overdo it. Opiates.

How to identify, recognize people who are under the influence.

Identify **resources** where can people find help?

Why/how should MRC be involved? Response, what can we do?

Bureau of Sub Abuse (Archana) DPH resources?

MRC host, invite should we invite school nurses? Other public?

Sharon just did training (ask Linda Callan)

- Website Update, Wild Apricot. People continue to look at old website, Cathy Corkery will look at old website and research, can we take the name back.
Calendar – widget that can connect google email
MRC AB members will look at website provide feedback at next meeting.
- Deliverables Update-new MRC Guidelines will be out soon.
For future discussion: should we consider making list of deliverables for each town and require them to accomplish in order to receive funding?
Example: Monthly Activity Report, have them respond either way, send an email that no activities this month.
- Recruiting: Rebecca Stadolnik (Stow) brought up the discussion:
How can we better recruit? Can we use Substance Abuse training to get them in.
Cathy will work with Kitty to put together list of recruiting activities; (example: Letter in town tax bills, Table at public events, Invite public to training events).
Towns need more volunteers to meet EDS (POD) requirements, (example: Stow, has about 40 that come to flu clinics. Need twice as many according to Real Opt.

Additional Member Concerns/Issues: None

Adjourn

2:00 PM



**MRC Statewide Meeting
Massachusetts Firefighting Academy
1 State Road, Stow, MA
June 9, 2015, 10:00 AM – 1:30 PM**

1. Welcome and Introductions
2. DPH Update – (Mary Clark not there) Donna Quinn
Intent is to have HMCC's in place 1 July.
MRC Guidelines: should be out week of June 22, not huge changes, working toward more specific language (ex: drill/exercises, minimum will be quarterly for all units, will be different for units within/outside of MA Responds)
3. Drill Results-good results for both
-March-44 MRC and 44 LBOH participated (exercise: LBOH needed help, simulates calling out MRC by calling Sim Cell. MRC not available. LBOH has to use State communication protocol (call another SIM Cell) to request help)
-April-spring "scramble"
-After July 1, will send out information about marketing material (pens, backpacks, sanitizer), Units can earn more by participating in drills.
4. MA Responds: if you have MA Responds, you will be required to use it (exercises)
-MA Responds agreement – contract with fiscal agent has requirements for MA Responds.
-Should check in MA Responds every couple of weeks, accept volunteers
-Pending Volunteers (could be changing SORI policy)
-If you process a person under 18, give them a heads up. Rules are different for minors, shouldn't do a full background. Is there a place for parent/guardian to sign?
 - a. Update on SORI Policy-becoming VSOS, requires full SSN, takes longer, more comprehensive search. They are working on creating an Info Sheet for VSOS that we can give volunteers (going through legal review).
-Best process is to have volunteers enter their information directly into MA Responds themselves, it is encrypted as they enter.
If volunteers register on line and print the form from there, they will only have to sign and mail.
NOTE: cannot change CORI form to add the extra digits (legal)
 - b. Telephony Minutes
-You can record your voice.
-State has bank of money for emergencies
-If not emergency, unit has to pay, can pre pay.
 - c. Best Practices



- Record your own voice
 - SMS text, does to default to mobile number, the volunteer must put their cell number in the SMS text box.
 - State wants to clean up MA Responds Administrators (does not sync with list of MRC Leaders). There is a cost for each administrator, if they don't use it, use appendix C to change or get off.
 - Working on schedule of more advanced training, to include webinars and mobile training around state.
5. Regional Update, Jennifer Frenette:
 - See NACCHO charts on core Competencies and well check slides (3 fact sheets)
 - Good link to "Core Competencies 101" training that we can steer volunteers to, about 35 minutes.
 - Now we fall under ASPR, looking into ways to assess capabilities, share communicate, coordinate. Mission ready package, using EMAC's as examples.
 - Youth engagement becoming larger (Junior MRC, HOSA, 4H, etc.)
 - NACCHO Capacity Building Awards, next year announcement ~ August)
 - working on a NE Regional Meeting, possibly fall
 - Technical Assistance calls will be August – September (FFS, Leadership Activities)
 6. Reporting Requirement-State still working with Federal about how to merge reports, having trouble getting information out of federal system and breaking it down to the numbers that the state needs.
 7. HAM Working Group Update (Regan) – John Noble continuing to coordinate the HAM group, they have developed draft documents:
 - Development Guide for MRC's
 - Draft Radio Plan (once you have a group in place)
 8. Demonstration of "Pocket Roster" app (Dawn Sibor):
Howie Hecht, Howie@pocketroster.me 617-283-9000
Created this app to use during Boston Marathon; Dawn used it, was able to find medical volunteers, available and ready to come in. Can use for events (flu clinics). Has import tool.
 9. Unit Updates:
 - Sandy Collins: Emergency Preparedness Institute, Keith Lindsay, 978-434-1965, great training source (does cost money)
 - Liability/Volunteer Protection Bill- still working (since ~2009). On docket, need more data for legislation to go forward. Will send survey to all units, need the date to show it is really needed because cost is an issue.
 - "Be Prepared" video (Nancy is in) is old, ~2007, great recruiting tool, but can it be updated? "Together We Are Ready" is on MDPH website.