



**Region 4A Medical Reserve Corps
NOTICE OF OPEN MEETING
Under the provision of M.G.L. c. 30A, The Region 4A Medical Reserve Corps
Will conduct a MRC Advisory Board meeting
January 25, 2018
Framingham DOH
31 Flagg Drive: Door 14
Framingham, MA 01702**

Call to order/quorum by Chair/Executive Director

10:00am – 11:30am

Present: Kitty Mahoney, Phyllis Schilp, Linda Callan and Amy Hansen.

Meeting Minutes: (Phyllis Schilp) December, 2017

- Motion to approve by Phyllis Schilp, second by Kitty Mahoney, all in favor, motion approved as presented.

Budget Report: (Amy)

- C. Lanphere and Ari from CHA will retrieve supplies from Lisa Moulton. An inventory of supplied needs to be completed and sent to Framingham.
- Funds for quarter two spent were approximately \$18,000. Around \$4,000 for quarter two needs to be reclassified at next budget period in February.
- Reclassification of NACCHO conference funds for 1.5 persons

Additional Member Concerns/Issues/Trainings(ALL, Jendy Dunlop CHA):

- Upcoming trainings: CPR/first aid, MEMA tour, Movie Night, Run Hide Fight for Congregational leaders.
- Phyllis Schilp to serve as the alternate for MA response back up administrator.
- Process for ordering food was discussed. CHA had wanted Amy to purchase all food and bring to community. Will ask Jendy for CHA if food reimbursements could come from the town if the paperwork was submitted by Amy ahead of the purchase.
- Delivery of purchases for the community is now in Everett. All supplies are sent there to be inventoried and delivered to communities. MRC AB suggested Framingham as a site for supplies to be delivered making them more readily available to communities in 4A. Jendy will check with CHA.
- Framingham can store supplies as per Jendy after they are delivered to Everett and inventoried.
- Discussed with Jendy a plan B for supply delivery since the Volunteer Coordinator will be out for vacation and leave at times and communities may need have access to supplies. Jendy will discuss with Christian.
- Phyllis Schilp will attend the NACCHO conference in April in Amy Hanson place



Next meeting:

Motion to adjourn by: Kitty Mahoney, second by Phyllis Schilp, all in favor, motion approved as presented.

Adjourn

11:30 am