



**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  
September 18th, 2018  
Framingham DOH  
31 Flagg Drive, Door 14  
Framingham, MA 01702**

Call to order/quorum by Chair/Executive Director

10am – 12p

Present: Kitty Mahoney, Phyllis Schilp, Scott Moles, Amy Hansen

**MRC Strategic Planning Discussion:**

- Discussed the Unit Leader position proposed for Framingham – this person would fulfill a supervisory role
- The Volunteer Coordinator's time analysis was reviewed in order to determine how to get more done out in the communities within the Region
  - Currently a majority of the VC's time is spent on administrative items
- The funding to be requested from PHEP funds was reviewed to include funding for Regional Support, Regional Projects, and the 4AB Website
- The utilization of MRC funds was also reviewed
  - The VC role would likely need to be modified to be focused more on recruitment, retention and event response
  - Regional Projects would be focused on to include such things as: Sheltering and the Boston Marathon event planning
- Phyllis will speak further with 4B to find out the exact duties of the part-time Supervisory position
- Amy will look closer at the numbers for the PHEP request

**Financial Allocation Deliverable:**

- The group reviewed the funding formula as discussed previously with the Advisory Group
  - Under Model 2 there would be a single Regional workplan and budget
  - It would be easier for leadership to oversee deliverables, budget...
  - Funding would be set aside for multiple Regional projects
- The AB took a closer look at factor based formulas
  - 10% would be set aside for Regional Events within 4AB
  - The population of Region 4A was examined, and a cost per person was calculated



- The 90% remaining would be distributed on a per capita basis giving Burlington MRC approximately \$3,184, however Burlington would continue to be provided \$5,000 as long as an acceptable justification for the amount was provided

Adjourn

11:30a