



**Region 4A Medical Reserve Corps
Thursday, August 13, 2015, 10:00 A.M. - 11:30 A.M.
Wayland Town Hall, Selectmen's Meeting Room
41 Cochituate Road. Wayland, MA 01778**

Call to order and quorum by Board Chair/Executive Director

10:00 AM

Attendees: Heidi Porter, Susan Rask, Kitty Mahoney, Linda Callan,
JoAnne Petro, Cathy Corkery

Administrative Business:

Approval of past MRC Advisory Board Meeting Minutes:

Wednesday, April 8, 2015 - **Motion to approve MRC AB Minutes by Heidi Porter, second by Kitty Mahoney. All in favor, motion approved as presented.**

Friday, June 12, 2015 – **Motion to approve MRC AB Minutes by Heidi Porter, second by Kitty Mahoney. All in favor, motion approved as presented.**

Motion to nominate Kitty Mahoney for Executive Director by Susan Rask, second by Linda Callan. All in favor, motion approved as presented.

Statewide MRC Meeting/Steering Committee/Other Committee meeting:

Next MRC Steering Committee meeting, 9 September, Worcester Health Department, Kitty Mahoney will attend.

Fiscal Budget Update from Fiscal Agent IIGL/ NACCHO Funds:

The MRC funds have not been received yet, IIGL should receive information soon.

IIGL received word that their contract will be continued for the entire fiscal year, through 30 June 2016. Initial funding guidance (spend all 1st quarter funds by 30 September) is not needed, IIGL will send updated spending guidance to the region.

NACCHO funds can pay for training, but not for food or give-away items.

CPR course scheduled for August 26 in Lexington, however, there are no MRC funds yet. **Motion to approve payment of course from NACCHO funds by Susan Rask, second by Heidi Porter. All in favor, motion approved as presented.**



Budget Period 4 Deliverables

Discussion about MRC work plan and budget, deliverable by 30 September. Cathy Corkery will talk to Luisa Santiago (IIGL) and Donna Quinn (MA DPH) and get template, present it at September MRC Advisory Board meeting. After work plan is complete, use it to create goals for Cathy.

New Business

MRC Coordinator Deliverable Update and Discussion:

- **CORI update** - (Criminal Offender Record Information) - Cathy has approval to conduct CORI checks through the iCORI platform, received waiver of \$25.00 fee.
- **SORI/VSOS:** Working on SORI (Sexual Offender Registry Information) and licensing process. MA Responds uses VSOS (Validated Sex Offender Search), requires full SSN, there is a cost which is paid by MA DPH when requested through MA Responds. Region 4A continues to struggle with this, must break this “log jam” and use one process.
- **Website Update, Wild Apricot**
Go Daddy: Domain: www.region4a-ma.org – expires 29 July 2016 (\$18.17 paid for renewal)
Domain name: www.region4a-mrc.org - expires October 2015 (domain name has been transferred to us) People continue to look at old website, MRC AB agreed to continue to pay for it and point it directly to MRC page on present website. Go Daddy technical support will help me with that.
Google email and google docs: Email (mrc4avc@gmail.com) we have set it up so it will display as “Cathy Corkery, Region 4A MRC Coordinator”. Working on archiving/cleaning old email/docs and importing contacts. Should we set up sub regions and give them some administrative rights?
Kitty Mahoney stated that we can set up tabs for each town and can import each local list serve email list.
- **Annual Report:** (attached) very informative, Cathy Corkery will continue to collect that data and present it in the annual report.
- **Volunteer Registration Process:** MRC AB will review for discussion.
- **MRC Brochure:** MRC AB will review for discussion, must be approved by MDPH (through Archana Joshi).



- **MRC Volunteer Training Update:**

Region 4A and 4B coordination: Cathy Corkery and Ali Novak discussed a joint full day training conference in spring.

Previous Region 4A MRC Coordinator held some at Stow Fire Academy, it was very expensive, didn't draw many volunteers.

Last year, Regional Speaker Series replaced the full day training.

Region 5 used to do a great conference, can we share ideas.

MRC AB would like to pursue this, Cathy Corkery will look at Mass Bay CC, other cheaper venues.

Archana Joshi, along with a training committee, is working on a sheltering training for 30 September. Continuing to work on continuing education.

- **MRC Coordinator Priorities:**

“Communications” should be a major priority. We must have a good process and then conduct deployment and other communication drills to practice.

Recruiting: Region 4A is so broken up and individual, Cathy cannot do it all effectively. How can we encourage community collaborations, maybe have 3 or 4 “sub-regions” (vice individual towns working separately). Should we use additional funds in communities to hire sub-regional people to help work under Cathy to help with recruiting, training, other activities?

- **New MRC Volunteer Core Competencies:** Mike Gurnick (Ashland) is a member of the national committee that created these. He is willing to come to future meeting to present.

Additional Member Concerns/Issues

- Kitty Mahoney discussed that NERAC (Northeast Homeland Security Planning Region Advisory Council), is developing a small EDS exercise to bring all partners together, full scale exercise will be scheduled next fall.
- Kitty Mahoney put together a list of recruiting activities/schedule of events conducted in Framingham (attached). They recruit at every event.

Adjourn

11:30 AM