



**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
March 1st, 2018
Framingham DOH
31 Flagg Drive; Door 14
Framingham, MA 01702**

Call to order/quorum by Chair/Executive Director

10:00a – 11:30a

Meeting Minutes: Phyllis

Budget Report: Scott

Additional Items:

- Budget Updates
 - Budget modifications/reclassifications
 - Category for Shelter supplies
- Process for when VC is on medical leave
 - Delivery of purchases to communities
 - Payment processing (e.g. CPR instructors, food purchases...)
 - DPH Drills/ MA Responds Admin
 - Submitting Training & purchase requests
 - Quarterly Report & QER
- MRC Website
 - Posting EC/GC Minutes

Meeting with Program Coordinator: Jendy Dunlop

Adjourn