



**Region 4A Medical Reserve Corps
Wayland Town Hall, Second Floor Conference Room
41 Cochituate Road. Wayland, MA 01778
Thursday, November 12, 2015, 10:00 A.M. - 11:30 A.M.
Meeting Minutes**

Call to order and quorum by Board Chair/Executive Director 10:30 AM

Present: Kitty Mahoney, Susan Rask, Linda Callan, Scott Moles, Cathy Corkery

Administrative Business:

Approval of past MRC Advisory Board Meeting Minutes:

Thursday, September 24, 2015 - **Motion** to approve MRC AB Minutes with minor grammatical corrections by Susan Rask, second by Linda Callan, Scott Moles abstain. All in favor, motion approved as presented.

Strategic Planning Minutes, May 4, May 11, June 9, July 16 - **Motion** to approve MRC AB Minutes with minor grammatical corrections by Susan Rask, second by Linda Callan, Scott Moles abstain. All in favor, motion approved as presented.

Statewide MRC Meeting/Steering Committee/Other: Nothing to report.

Fiscal Budget Update from Fiscal Agent IIGL/ NACCHO Funds

- Budget: MDPH needs more justification for approval of funds. We cannot pay for flu clinics unless you use it as an EDS drill to train volunteers. Training must be 4 hours long and must be documented. (Include set up, meet and greet, training, hot wash, and clean up.)
- NACCHO: discussion about NACCHO budget, how much is left, what was the budget for, should we bring it to the General Coalition.
- Office 365, table it to next meeting.

New Business

MRC Coordinator Deliverable Update and Discussion:

- BP4 Deliverables Update
 - MOU – signed and sent to Donna Quinn, MDPH
 - Work plan and budget completed and sent to Donna Quinn, MDPH



Discussion: Deliverables- can we meet all the deliverables without being on MA Responds? Yes, it will be more work, approval and after action reports due to MDPH (using HSEEP)

We still struggle with 33 different systems (some are in MA Responds, some are not, some choose to maintain their list of volunteers, not add to the Region 4A list).

MA Responds, some towns have built a strong MRC, don't want to put the volunteers on MA Responds.

User driven policy, individuals have to create their own MA Responds profile, issue is, most people don't have time, we want the administrator to be able to put them in (we had the ability to do this until approximately August 2015).

We should start asking each communities why they don't want to use MA Responds, find out what each community will do to CORI/SORI, license/certifications.

Kitty will prepare SWOC analysis, send out before December meeting for discussion at meeting. Ideally, MDPH vision is one administrator with a backup (maybe sub region administrators). Plan to ask Donna Quinn come again in January and sell MA Responds to us. What is the State DPH vision? Can she show up how to use it, how it works well, what were the issues and what issues there still are? Sell it to us.

- Volunteer Registration Process – table, need to resolve MA Responds questions
- MRC Brochure – MRC AB voted to print 200 color double sided brochures, should we put this in the budget to print 200 for each community?
- MRC Volunteer Training Update – Cathy will continue to work on schedule. (Mental/behavioral health, drug/opiate use).
- New MRC Volunteer Core Competencies – ask Mike Gurnick to come in December to discuss national level strategies.

Additional Member Concerns/Issues

- Strategic Planning 2015-2016: Volunteer management, sub-regional MRC planning; social media, what are the online platforms; focus on communication and coordination.
- Sub Regional MRC proposal
- **Motion** to write letters of thanks to MRC AB members and their Town Manager, by Susan Rask, second by Linda Callan. All in favor, motion approved as presented. (Heidi Porter, leaving MRC AB, Scott Moles, welcome)

Adjourn

11:30 AM