

REGION 3A COALITION QUARTERLY MEETING  
Thursday April 09, 2015, 11:00 AM  
Georgetown Town Hall  
1 Library Street, 3<sup>rd</sup> Floor meeting room  
Georgetown, MA 01833

**RECEIVED**

**15 APR -7 AM 8:20**

**AMESBURY CITY CLERK**

**AGENDA**

**1. Minutes**

- **Meeting minutes** of December 11, 2014
- **Executive Committee Meeting Minutes** of December 3, 2014 – distributed

**2. Deliverables Update – S. Knutsen**

- a. Statewide Communications Protocol for Coordination of Volunteer Requests for a Cross-Jurisdictional Event Drill: Middleton & Topsfield participated.
- b. 3A Capabilities Planning Guides (CPGs) for PHEP Budget Period 4 Planning
- c. Jurisdictional Data Sheets for Sentinel Communities
- d. Drills & AARs – Received from 8/14 communities
- e. Operational EDS Plan Project
- f. Access & Functional Needs Communication project
- g. 24/7 List Update

**3. BP4**

- a. **Work plan & budget** – as presented during March 19 Statewide Conference Call.
- b. **Concurrence:** Discussion & Vote

**4. Fiscal Report/Budget – J. Connolly, IIGL**

**5. TRMRC Report – A. Howe**

**6. NEMRC Report – P. Malone**

**7. LSAC Report – J. Coulon**

**8. HMCC Report – C. Stepanian**

**9. New Business:**

- a. **Change of Meeting Day of the Week? Discussion & Vote.**
- b. **Proposed Bylaw/Charter change: Discussion & Vote**
- c. **HSPH-EPREP EDS Workshop**
- d. **FEMA Virtual Table Top Exercises**

**Abbreviations:** CPG = Capabilities Planning Guides; HMCC = Health and Medical Coordinating Coalitions; IIGL = International Institute of Greater Lawrence; AAR = After Action Report; MDPH = Massachusetts Department of Public Health; LPH = Local Public Health; LSAC = Local/State Advisory Committee; TRMRC = Topsfield Regional Medical Reserve Corps; NEMRC = North East Medical Reserve Corps; FEMA = Federal Emergency Management Agency; PHEP = Public Health Emergency Preparedness; HSPH = Harvard School of Public Health; EPREP = Emergency Preparedness and Response Exercise Program.