| Meeting Minutes: Mohawk Area Public Health Coalition Meeting (MAPHCO) | | | | |
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| **Date:** September 8, 2026<br><br>**Time:** 5:00 – 6:30 PM | | **Location:** Zoom Meeting<br>https://us06web.zoom.us/j/87439560045 | | **Facilitators:** Co-Chairs<br>Michael Archbald<br>Garrett Simonsen |

Attendance:

| Coalition Members | | |
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| **Name** | **Affiliation** | **Comments** |
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| Garrett Simonsen, Co-chair | Shutesbury | All members joined meeting through Zoom |
| Michael Archbald, Chair | Whately | |
| Gene Garland, BOH | Heath | |
| Meg Ryan, CPHS | Charlemont, Buckland, Ashfield, Shelburne, Leyden, Bernardston | |
| Trevor McDaniel | Deerfield | |
| Ned Saviski | Deerfield | |
| **Staff and Other Attendees** | | |
| Name | Affiliation | Comments |
| Xander Sylvain | FRCOG/HMCC-PROG DIR. | All staff participated hosting the Zoom mtg. |
| Stephanie McConnell | FRCOG/HMCC ADM COORD | |
| Nick Licata | FRCOG/HMCC-Ops/Planning | |
| Tracy Rogers | FRCOG Dir of Emer Mgt | |
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| Agenda Item | Actions |
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| 1) Welcome/Introductions. | Michael Archbald opened the meeting at 5: 03 PM |
| 2) Old Business<br>A) CERC guidebooks<br>B) Finalize/vote on coalition training choice.<br>C) Web EOC contacts information | A) Several municipal CERC guidebooks still at FRCOG that need to be distributed or picked up by representatives.<br>- M. Archbald agreed and scheduled pick-up times for 3 municipals: Deerfield, Sunderland, Whately<br>B) Discussion of training options:<br>- Meg Ryan likes the options of doing EOC/ICS and PHEP 101, to be cross-walked with the Foundational Public Health Services and would like in-person training for those, if possible.<br>- Opposing the EDS/TEEX training due to lack of DPH guidance in role and expectations will be for the local public health departments.<br>- Foundational awareness of public health preparedness is more relevant to both current and new BOH members, as well as other public health roles. |

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| | - Motion made by Trevor McDaniels to vote on PHEP 101 and EOC/ICS training.<br>- Second motion made by Gene Garland<br>- Roll call vote obtained- all in favor (05:11 pm)<br>- Stephanie McConnell to reconnect with coalition members once EOC and PHEP 101 trainings have been arranged by FRCOG.<br>C) Reiteration of importance of updating the Web EOC contact list and preparing for drill that is to occur this month by DPH. This is explained in detail that this contact list will be utilized by DPH in the event of an event or emergency that needs town/municipality attention. |
| 3) WAG and WRHSAC meeting updates | A) Flu and Covid vaccines have been released and are now available.<br>B) Several message boards have been delivered and will now be utilized for various purposes around the region.<br>C) Franklin DPH warehouse has a surplus of inventory from the FIFA event, if your township needs any supplies that they have available, they are free. Please place your request on the DPH portal and those items can be picked up from the warehouse. |
| 4) New Business<br>A) Update on coalition CERC projects<br>B) ERF/CEMP plans | A) Refresh-Crisis and Emergency Risk Communication Project was designed through the coalition to create the CERC guide and toolkit. Continuation on that project, now the coalition will individualize health department or municipal level communication guides and how your township will deliver messaging to the public during an event.<br>B) Identifying gaps in current plans and adjust those plans accordingly. FRCOG is in the process of obtaining a contractor to work with the four (4) coalitions in the region to help develop these ERF/CEMP plans with the coalitions. |
| Local/Partner Updates | 1) Announcement of Xander Sylvain leaving HMCC/FRCOG to take a new position at Cooley Dickenson Hospital<br>2) Nick Licata will be moving into the program director position.<br>3) Tracy Rogers will be filling in for a few months until Nick is settled in his new role. |
| Wrap up and adjourn | Motion to adjourn-Trevor McDaniel<br>Second to the motion-Ned Saviski<br>Roll call vote to adjourn- all in favor<br>Meeting adjourned at 5:43 pm |

Documents and/or exhibits used:
Agenda pg. 1
Meeting minutes pgs. 2-4