

**Meeting Agenda: Region 1 HMCC Steering Committee**

<b>Date</b> 3/27/2018	<b>Location</b> Cooley Dickinson Childbirth Conf. Ctr. 1 <sup>st</sup> floor	<b>Facilitator:</b> Jeanne Galloway, Chair	
<b>Time</b> 2 – 4 p.m.	<b>Duration</b> 2 Hours	<b>Cancellation Notice</b> 413-774-3167 x153	
<b>Conference Call dial-in:</b> 712-770-4700			
<b>Access Code:</b> 978678			
<b>Agenda Items</b>	<b>Point Person(s)</b>	<b>Time</b>	<b>We'll Know We're Done When...</b>
1. Review Agenda/ Introductions	Jeanne	5 minutes	Everyone in the room knows who else is in the room
2. Approve minutes from January 2018 Steering Committee Meeting	Jeanne	5 minutes	A vote is taken to approve the minutes
3. Old business: a. Western/Central MA HMCC Conference b. NIMS documentation c. Dates of importance for the remainder of BP1	Tracy/Mark	15 minutes	All questions are answered regarding updates
4. New business: a. HMCC Leadership Course b. JRA results c. Steering Committee member elections d. Opioid Panel event e. Vigilant Guard f. Base Plan Review g. Logo feedback h. Open Meeting Law	a. Tracy b. Tracy/Mark c. Mark d. Gail e. Tracy f. Tracy g. Mark	75 minutes	a. We've decided whether to send a contingent to Aniston for training b. We have a path forward for BP2 and perhaps beyond c. Each discipline knows who's term is up in June and has a plan for electing/re-electing a replacement d. Gail has a sense how many members planning to attend e. Tracy has a sense of how involved the HMCC should be f. Membership is clear on what they need to do for ECP review prior to May meeting g. Leadership has weighed in on logo options h. Leadership has voted to continue with, or disband, following of Open Meeting Law
5. Duty Officer Activations	Tracy/Mark	10 minutes	Committee is aware of what duty officers have been doing lately
6. Business not reasonably anticipated 48 hours prior to meet-	Tracy/Mark	5 minutes	

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7. Wrap up and adjourn a. Next Meeting: May 2018		5	Vote to adjourn
<b>Meeting Handouts:</b> BP1 budget update; NIMS Transcript guidance sheet; HMCC Leadership Course materials; Steering Committee listing w/terms; logo proof sheet			