

GREATER SULLIVAN COUNTY PUBLIC HEALTH NETWORK & MEDICAL RESERVE CORPS

5 Nursing Home Drive
Unity, NH 03743

Cell 603/398-2222
phn@sullivancountynh.gov
mrc@sullivancountynh.gov

Regional Coordination Committee Meeting Thursday April 15th, 2010 9:00 – 11:00 am 14 Main Street, Newport NH

Present: Kenneth Fernald, HSEM; Peter Chase, Claremont Fire Chief/EMD; Heather Rousseau, VRH; Jessica R. McAuliff, PHNC

MINUTES:

1. **Healthy Counties Month** – Jessica reported an update of the Healthy Counties Month campaign and events. Valley Regional Hospital has donated a three month gym membership to Vital Signs Fitness for the winner of the Walking Challenge. Primex has donated the Pedometers.
2. **GETS Cards (Government Emergency Telecommunications Svc)** – Jessica showed the new GETS cards that the Greater Sullivan County Public Health Network has recently applied for and received. Current cards (2) are in names of Peter Chase and Jessica McAuliff. We have the ability to apply for 30-40 additional cards through this account. The card enables the user to bypass busy circuits on a telephone land line to achieve a connection, in an emergency situation. Jessica will bring the application paperwork for the other cards to the table at next PHN RCC meeting.
3. **New PLAN FORMAT and forms**
 - a. Response Clinic Site Assessment
 - b. Response Clinic Operational Plan/Resource Tool
 - c. Response Clinic Delivery Profile
 - d. New Communication Plan section

Jessica reviewed the POD / Site Assessment forms, discussed scheduling meetings to collect this data. Discussed renewal of MOUs for the sites as well. Peter Chase noted that the Claremont NEHC site of Claremont Senior Center will be replaced with using part of Disnard School, which is also the ACC site. The Senior Center will no longer be a Regional NEHC site, as they did not agree to engage in the MOU.

Ken spoke about the Tools/documents specifically, and these are a work in progress. Final documents in electronic form should be ready by end of May. For now we can fill out the information on a paper copy. Ken stated that the State scored a 90% from the CDC on evaluation of its readiness and planning. These new POD planning forms cover the types of questions that the state needs to show to achieve this score.

Jessica began to review a simplified Plan format which was presented to the PHN Coordinators at the last State meeting. Ken stated that this format has not been created by nor approved by the State and was presented to us only as an example of what one region created. The group discussed making some changes to our Plan such as including phone numbers of the 3-deep, and streamlining the Resource sections, but to wait for state guidance on general plan format (especially for POD Plan section). Ken stated that he would relay the message for the next State POC meeting, to let coordinators know this format which was presented is not created or approved by the State, for our use at this time. Jessica will bring any proposed Plan section changes to the next Regional Coordination Committee meeting for regional partners to discuss and approve.

4. Assessment of Special Needs populations in towns' LEOPs -

Jessica discussed ways that each town can gather a 'sealed list' of Special Needs populations, as a part of the town's LEOP. In New London for example, the Fire Department keeps a list which was generated from the Meals on Wheels roster and also the VNA Home Care roster. Other sources may be senior center rosters, or the Elderly tax-exempt list from town offices. Heather Rousseau pointed out the difficulty in obtaining lists that capture all of the deaf, blind, and wheelchair bound people in the community. Ken stated that a self-reporting method which was used by Seabrook proved to be not very effective as it didn't generate very many names and when the list was accessed some were deceased.

5. MRC and CERT Update

Jessica Reported that our MRC unit has about 21 people who are committed and engaged in the MRC and have completed trainings. There is a new Orientation scheduled for April 28th at 8:30 am at McKenna's Restaurant in New London. About 8 will be attending the State MRC Conference in Manchester this Saturday. Jessica and volunteer coordinator Shawna have been in touch with Howard Sargent and Tom Perron from Sunapee regarding attempts to reach CERT members of the Sunapee CERT team. Attempts to engage the CERT Team folks have so far not been successful.

6. Review H1N1 Focus Group Discussion:

- a. Objectives,
- b. Strengths,
- c. Areas for Improvement,
- d. Improvement Plan Matrix

Jessica reviewed the notes (attached) from the February 18th RCC meeting when regional partners brainstormed strengths, weaknesses, opportunities and threats (challenges) that we encountered when vaccinating the public this past winter. Overall the region held 29 clinics, vaccinating almost 3000 people between November 4, 2009 and February 28, 2010.

Members present looked at the suggested Improvement Plan matrix and divided suggested Action items into categories as follows in attached IP draft.

The meeting was adjourned at 10:45 am.

NEXT MEETING:

Thursday May 21, 9-11 am