

HOLLISTON EMERGENCY RESPONSE CORPS-A MEDICAL RESERVE CORPS
EXECUTIVE COMMITTEE MEETING MINUTES
MAY 18, 2010

Members Present: Kathy Shore, Pat Duffey, Bill Tobin, Jim Connolly, Teresa Davis, Tim Brainerd, Health Agent; Ann McCobb, BOH member Ken Levebre and guest Barbara Kattman.

The meeting was called to order at 7:12 pm.

New Business:

Approve minutes: April minutes were presented by Kathy; she asked to review and re-write the minutes which she will present at our next meeting for approval. (Additional minutes were presented to her by member Tim who began taking minutes due to Kathy's tardiness to the April meeting.)

Region 4-Updates: Ann reported that the region had hired a consultant to review H1N1 clinics. This consultant will make suggestions for EDS template changes via a "hot wash" meeting. Most towns have reported the same good/bad experiences. Liisa Jackson reported via Ann that local MRC's had been deployed to help with the recent water main break in Newton, however most members on the board reported that they had not gotten Liisa's email requesting help (only Pat and Ann). Ann will check with Liisa to see why this email did not go out to all badged volunteers. Ann reminded the board of the June 8 table top exercise in Walpole and encouraged members to attend. She also reported that our efforts at Town Meeting had possibly recruited 2-4 new members.

Review SOP: The board reviewed the existing and newly re-written SOP line by line, page by page resulting in several new questions that we must define and agree on: How many members on the Executive Board (we voted and agreed on 9 (6-0-0). Who may serve? It was thoroughly discussed is it a conflict for a BOH member to be on the HERC Executive Committee, is it practical, needed and/or a conflict of interest? After much discussion it was decided that a BOH member may also be on the HERC. Membership is open to any HERC member. All HERC members will take as a minimum ICS 100 and MRC 101.

Transition of Chair Responsibilities: Susan reported that with her resignation as Chairperson several of her responsibilities would need to be assumed. These include maintaining the email list, data base, running current reports and recording of HERC trainings. At this time we have 68 badged members.

Expiration dates on badges: Do we need to have an expiration date? Executive committee will review.

Old Business:

Nominations for the Executive committee were heard. Members who wish to remain on the committee are Pat, Bill, Jim, Kathy. Barbara Kattman, guest, also requested to be on the HERC board. Members who wish to leave are Michele, Susan, Tim and Teresa. Members were encouraged to find new members to achieve our goal of 9 HERC members. These members, who are staying along with any additional new members recruited, will be presented to the BOH for approval.

Next meeting is on June 9 at 7:00 pm.

The meeting was adjourned at 9:10 pm.
Minutes respectfully submitted by
Kathy Shore, secretary.