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Meeting Agenda: Mohawk Area Public Health Coalition

Date Tuesday,
October 14, 2025

Time 5:00 – 6:30 p.m.

Join Zoom Meeting

<https://us06web.zoom.us/j/87439560045?pwd=WHucFzSBpBL2ysNO15V5HrA15u2KCy.1>

Meeting ID: 874 3956 0045

Passcode: 922992

Contact: HMCC@FRCOG.org for assistance

Facilitators: Co-Chairs
Mike Archbald
Garret Simonsen

Agenda Items	Point Person(s)	Time	Actions
1) Welcome/Introductions.	Chairs	5:00 p.m. (5 minutes)	Start meeting
2) Review/approve draft meeting minutes from Sept. 9, 2025	Chairs	5:05 p.m. (5 minutes)	Discussion and Roll-call Vote
3) MDPH – OPEM Updates	MDPH Staff	5:10 p.m. (5 minutes)	MDPH provides updates, discussion
4) HMCC Administrative Updates	HMCC SO Staff	5:15 p.m. (10 minutes)	HMCC Updates and MAPHCO / PHEP Grant Administration
5) New Business: a. Method for Presenting Updated Principles of Operation to the Coalition	a. Chairs	5:25 p.m. (20 minutes)	a. Discussion
6) Old Business a. Letter of Appreciation, from SC to RSI & Randy Cardonell b. Exercise Planning Team Progress and Next Steps c. Coalition Website	a. Chairs b. Chairs c. So Staff	5:45 p.m. (40 minutes)	a. Discussion, roll-call vote b. Discussion, move forward with recruitment strategy c. Discussion
7) Business not reasonably anticipated 48 hours prior to the meeting	Chairs	6:25 p.m. (5 minutes)	Discussion
8) Wrap up and adjourn	Chairs	6:30 p.m. (5 minutes)	Roll-call vote

Meeting Documents:

- Agenda & Schedule – p. 1
- September 9, 2025 Draft Minutes – p. 5

Zoom Meeting Information

Topic: **MAPHCO Monthly Meeting**

Time: **Oct 14, 2025 05:00 PM Eastern Time (US and Canada)**

Every month on the Second Tue, 36 occurrence(s)

Please download and import the following iCalendar (.ics) files to your calendar system.

Monthly:

https://us06web.zoom.us/meeting/tZMpdOCtqDsqtEpjYeAPzUtCuDMe54E2_3d/ics?icsToken=DNFn6aBXETOAmIMoxQAALAAAAJMOv4YOT7w7Qlm3y-GweQbnYYA4Vr-_l7GcxKvLpGpotsXKLKxL_hTf2oDNfSgk8WprHnl8m3nsTWUY-jAwMDAwMQ&meetingMasterEventId=n8Qj6epPStybseulPOjnOg

Join Zoom Meeting

<https://us06web.zoom.us/j/87439560045>

Meeting ID: 874 3956 0045

One tap mobile

+13126266799,,87439560045# US (Chicago)

+16469313860,,87439560045# US

Join instructions

https://us06web.zoom.us/meetings/87439560045/invitations?signature=li_8Lssdic2OCre5p78UlxJW XF_mR_jTAP3JB5N1Zc

Mohawk Area Public Health Coalition Fiscal Year 2026/Budget Period 2 Calendar

DATE	ITEMS
AUG 12, 2025	<ul style="list-style-type: none"> • Work Plan / Budget Review • Draft FY26 Calendar • Emergency Response Framework (ERF) Exercise Development Strategy • Western Area Public Health Advisory Committee (WAG) and Local State Advisory Committee (LSAC) Representative Appointments
SEP 09, 2025	<ul style="list-style-type: none"> • Work Plan / Budget Review • Q1 WebEOC Update • ERF Emergency Management and Public Safety participation strategies
OCT 14, 2025	<ul style="list-style-type: none"> • Work Plan / Budget Review • Q1 Priority Area RST •
NOV 11, 2025	<ul style="list-style-type: none"> • Work Plan / Budget Review • draft ERF After-Action Report/Improvement Plan(s) (AAR/IP) • 2nd Budget Mod
DEC 09, 2025	<ul style="list-style-type: none"> • Work Plan / Budget Review • Begin Crisis and Emergency Risk Communication (CERC) Plan • Q2 WebEOC Update • Vote to approve final draft ERF AAR/IP
JAN 13, 2026	<ul style="list-style-type: none"> • Work Plan / Budget Review • Q2 Priority Area RST • Begin in-person Spring Coalition meeting planning
FEB 10, 2026	<ul style="list-style-type: none"> • Work Plan / Budget Review • In-person Spring Coalition meeting planning • 3rd Budget Mod
MAR 10, 2026	<ul style="list-style-type: none"> • Work Plan / Budget Review • draft CERC Plan • Q3 WebEOC Update
APR 14, 2026	<ul style="list-style-type: none"> • Work Plan / Budget Review • Q3 Priority Area RST • Vote to approve final draft CERC Plan

	<ul style="list-style-type: none"> • Final Budget Mod • Concurrence
MAY 12, 2026	<ul style="list-style-type: none"> • Work Plan / Budget Review • In-person Spring Coalition meeting • Initial Work plan FY27 • Initial Budget FY27
JUN 09, 2026	<ul style="list-style-type: none"> • Work Plan / Budget Review • Q4 WebEOC Update •
JUL 14, 2026	<ul style="list-style-type: none"> • Work Plan / Budget Review • Q4 Priority Area RST •



Meeting Minutes: Mohawk Area Public Health Coalition Meeting (MAPHCO)		
Date: Sept. 9 th , 2025	Location: Zoom Meeting	Facilitators: Co-Chairs Michael Archbald Garrett Simonsen
Time: 5:00 – 6:30 PM		

Attendance:

Steering Committee Members		
Mike Archbald – Co Chair	Whately BOH	Present
Garrett Simonsen – Co Chair	Shutesbury BOH	Present
Megan Tudryn	Greenfield PHD	Present
Ryan Paxton	Montague PHD	Present
John Hillman	Leveret BOH	Present
Kathy Llamas	Conway BOH	Absent
Nina Martin-Amuzouni	Mohawk	Absent
Other Members		
Gene Garland	Heath BOH	Present
FRCOG/HMCC		
Alexander Sylvain	FRCOG/HMCC	Present
DPH/OPEM		
Felicia Balbi	MDPH - OPEM	Absent
Guests		

Agenda Item	Actions
Start Meeting	05: 07p.m.
Approval of Previous Meeting Minutes	Motion to approve minutes: Megan to accept the minutes, seconded by Gene. Micheal lead a roll call vote to approve minutes, vote passed with all in favor.
MDPH – OPEM Updates	Micheal provided a PHEP update from Monday, 9/9/25, Local State Advisory Committee Meeting.

HMCC Updates	Discussed BP1 reversions and BP2 budget. Coordinator and Exercise Consultant RFP proposals due on Thursday, Sept. 11, 2025.
New Business: <ol style="list-style-type: none"> Discuss RFP Evaluation Committee; vote to form if necessary Letter of Appreciation, from SC to RSI & Randy Cardonell 	<ol style="list-style-type: none"> Gene, Micheal, Ryan and Garret volunteered as FRCOG/HMCC MAPHCO RFP evaluation advisors. No motion made. Micheal will draft letter and share at a future Coalition meeting.
Old Business <ol style="list-style-type: none"> Principle of Operations Final Revision – Review and vote to approve Form Exercise Planning Team (whom will support contractor(s) and the HMCC staff in developing this year's trainings and exercises) Meeting schedule – any additions or subtractions? 	<ol style="list-style-type: none"> POO presented. Prior to a motion being made, John asked to discuss several additions: to include in the introduction that "herein MAPHCO will be referred to as the Coalition", asked that Coalition Coordinator be defined somewhere in the document, noted that there were a few minor misspellings and formatting issues. Megan made a motion to accept the Principles of Operations, with the additional recommendations identified by John Hillman to be made by Garret and Ryan after the meeting. Seconded by Micheal. Micheal lead a vote, motion passed all-in favor. Discussion – members present and HMCC staff will work between meetings to perform outreach to build this team. Reviewed – no changes suggested.
Business not reasonably anticipated 48 hours prior to the meeting	No unanticipated business.
Wrap up and adjourn	Motion to adjourn the meeting: made by Megan, sec. by John. Micheal lead a roll call vote to adjourn. Passed all-in-favor. Meeting adjourned at 6:10 p.m.