

MRC Meeting Minutes

March 11, 2015

Susan Sama

Meeting was called to order and 730pm and quorum was met. Members in attendance: Susan Sama, Chair, Carol Bradford and Phyllis Schilp. 735pm minutes were reviewed from February meeting and approved.

Term Expirations for MRC-EC

Term for MRC-EC is three years. Expired terms need to be updated: Appointments for Ippolit Matjucha, Carol Bradford and Susan Sama will be updated. Terms will expire in a staggered fashion as follows: Carol Bradford will be appointed for 1 year, Susan Sama for 2 years, and Ippolit Matjucha for 3 years.

Retention and Recruitment

- Phyllis sent 75 emails on 2/10/15 and 12 bounced back with mailing follow up.
- 14 emails were returned stating still interested in active membership and two subjects declined further MRC participation.
- 32 invitational letters were sent out (including self addressed, stamped return envelopes). Waiting for responses now.
- Recruitment letter was posted on updated MRC Website and in Town Newsletter, Town website and Sudbury COA newsletter. Phyllis also sent a letter to be posted in the Metro West Free Medical Program Newsletter sent by Kim Pendergast. Kim planned to share the emails of her volunteers to assist with our MRC recruitment. The state estimates that we need 40-60 volunteers to prophylaxes the town in 24 hours with 2—twelve hour shifts.
- Phyllis met with Marie Royea from CERT. We will keep separate MRC-EC meetings and work more closely with CERT for trainings etc. Marie was working on cleaning out and re-inventorying the shelter supplies. We hope to work with Marie on the sheltering plan in late summer.
- CDC provides grant money every year for Federal Care Emergency Planning Money. Region 4A has 7 deliverables in order to get funding.
- Phyllis and Bill are working to update all MRC supplies and equipment
- Marilyn Ellsworth will volunteer for BP clinics and Carol McKenna who is a research nurse is looking to volunteer and will help with the BP clinics and Diabetic screenings on 3/24/15.

Supply and Budget Review

- Refrigerator and freezer were delivered and installed in Phyllis' office.
- Remaining funds for the MRC budget in the Sudbury BOH budget will be used for the printer and cartridges. Costs range from \$200-\$400. This will enable us to get much higher reimbursement rates for our flu clinics because we will be able to copy insurance cards.

Review Reorganization Strategies

- We will wait to advertise further until after we invite participation from Metro West Free Medical Program volunteers.
- Working on an EDS plan.

Future Training and MRC Meet and Greet

We will have an MRC Meet and Greet on May 6th from 6:30 to 8:30 at the DPW Building. We will serve a light dinner, take pictures of volunteers for MRC badges, and collect MRC Applications and CORI forms.