



Cumberland District Public Health Council
Executive Committee Meeting
August 24, 2009
Minutes

Attendees: Deb Deatrack, Shane Gallagher, Mark Griswold (via phone), Colleen Hilton, Valerie Landry, Lucie Rioux, Malory Shaughnessy, Toho Soma, Julie Sullivan, Elizabeth Trice
Absent: Dick Farnsworth

Topic	Discussion	Action
H1N1 Update: -MCDC H1N1 Summit -H1N1 Vaccination Coordinator	Julie and Mark updated Executive Committee on information from the MCDC H1N1 Summit held August 20, 2009. Feedback on event and observations were discussed. Also discussed potential roles for DCC with vaccine administration and overall communications. Julie led discussion around feasibility of having an internal staff member to assist Meredith Tipton with district-wide vaccine coordination.	For addition information on H1N1 visit : www.maine flu.gov Committee agreed that this was redundant. Committee opted to share ideas for DCC support with Meredith.
Medication Collection Event Update	Shane updated Executive Committee on Medication Collection Event progress. (Add in the date, location) Deb suggested that PR for event should be forwarded to key member organizations for distribution as well as assistance from PR staff, as appropriate. Colleen suggested contacting Westbrook Vocational School about having students in Public Safety program volunteer at event.	Council members will be contacted regarding volunteer opportunities at the event. If interested in information on Medication Collection Event, please contact Shane Gallagher stg@portlandmaine.gov or (207)874-8966.
September CDPHC Meeting Agenda	Executive Committee discussed items that	Shane will compile agenda for September

	should be included on the Agenda for the next CDPHC meeting (September 18, 2009).	meeting and distribute to Council Members. Agenda will include: H1N1, District Liaison Announcement, Committees, New Members, MaineHealth Index, MPHA Organizational Membership.
2009/2010 CDPHC Work plan	Executive Committee discussed the development of a work plan for the upcoming year. The Committee also discussed reporting on the previous 2008/2009 work plan.	Reporting on 08-09 work plan at the November annual meeting. Request for ad hoc committee members to draft 09-10 work plan at the September meeting.