



Cumberland District Public Health Council  
 Full Council Meeting  
 Bridgton Community Center  
 September 18, 2009  
 Minutes

**Attendance:** Maryanna Arsenault, Denise Bisailon, Jim Budway, Faye Daley, Dick Farnsworth, Steve Fox, Shane Gallagher, Mark Griswold, JoAnna Hillman, Colleen Hilton, Paul Hunt, Ana Jacobs, Becca Matusovich, Rebecca Miller, Bernice Mills, William Morriseau, Bethany Sanborn, Malory Shaughnessy, Toho Soma, Meredith Tipton, Ted Trainer, Amanda Walker, Carol Zechman

**Absent:** Anita Anderson, Leslie Brancato, Lynn Browne, Jeff Burgess, Deb Deatrck, Jeff Emerson, Carter Friend, Tom Gordon, Sandra Hale, Shonn Moulton, Chris Quint, Lois Reckitt, Lucie Rioux, Barbara Shaw, Susan Stiker, Peter Stuckey, Julie Sullivan, Helen Twombly, Lisa Villa, Dory Waxman, Eileen Wyatt

Topic	Discussion	Action
District Liaison Announcement	-Mark Griswold introduced Becca Matusovich who is the new District Liaison for Cumberland Health District.	No action required.
H1N1 Update: Meredith  Jim Budway  Amanda Walker	-All public schools are participating in vaccination efforts. Residential, private, and college/universities are being worked on. Pregnant are being targeted via OB/GYN's. 18-25 group is proving challenging to reach.  -EMA providing logistical support for vaccination efforts.  -Review Maine Responds, a volunteer Medical Reserve Corps. Volunteer numbers are increasing.	No action required.

<p>JoAnna Hillman</p>	<p>Governor's proclamation on liability coverage is encouraging more volunteers, but vaccinators are still needed.</p> <p>-Survey results were very encouraging. Responses were encouraging and provided some good ideas.</p>	
<p>Council Committees</p>	<p>-Chairs for Communications and Membership committee were sought, as well as volunteers to participate on various committees. Meredith Tipton volunteered to chair membership committee. Becca Matusovich volunteered to chair communications committee. Several members volunteered to participate on various committees.</p>	<p>-Council Members to review committees and volunteer on committees if interested.</p>
<p>New Members</p>	<p>-Turnover of membership has been occurring. New members to fill empty seats will occur at Annual Meeting in November.</p>	<p>-Executive Committee to review membership.</p>
<p>MPHA Organizational Membership</p>	<p>-Proposed that CDPHC pay to be an organizational member of the Maine Public Health Association.</p>	<p>-Motion for a vote proposed by Secretary Colleen Hilton. Motion seconded by Treasurer Dick Farnsworth. Vote unanimous yes.</p>
<p>Annual Meeting: Work plan</p> <p>By-Laws Amendments</p> <p>Annual Report</p>	<p>-Proposal of an ad hoc committee to work on the annual work plan turned down. Executive Committee charged with completion of the plan.</p> <p>-Amendments to the CDPHC By-Laws were distributed in writing to Council for review. Amendments will be voted on at Annual Meeting.</p> <p>-Idea of a Council Annual report was proposed. Idea was accepted with enthusiasm by Council. Annual report was seen as a useful tool with many applications. The Council had several suggestions</p>	<p>-Executive Committee to work on plan and bring to Annual Meeting.</p> <p>-Shane Gallagher will email Amendments to Council Members who were not present at meeting.</p> <p>-Executive Committee to review various ideas for Annual Report structure.</p>

<p style="text-align: center;">Location</p>	<p>on how to build the report.</p> <p>-Denise Bisailon offered to hold Annual Meeting at UNE Portland/Westbrook campus.</p>	<p>-Denise Bisailon will send directions to Shane Gallagher for distribution to Council.</p>
<p>Miscellaneous Items:</p> <p style="padding-left: 40px;">January meeting location</p> <p style="padding-left: 40px;">Financial report errors</p>	<p>-Paul Hunt offered to host January Council meeting at Portland Water District.</p> <p>-Mark Griswold and Malory Shaughnessy noticed some inconsistencies in the financial report.</p>	<p>-No action required.</p> <p>-Executive Committee to review for errors and present financial report at Annual Meeting in November.</p>