

City of Newton



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Mayor

## HEALTH AND HUMAN SERVICES DEPARTMENT

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**Public Health**  
Prevent. Promote. Protect.

## Newton Medical Reserve Corps Update April 9, 2010

### Newton MRC Leadership Team

The first two meetings of the leadership team went well. We have an eager group of volunteers, but are always open to new faces. Please consider coming to the next meeting if you are interested. I am including the meeting notes from the second meeting for your information. A third is scheduled for **Thursday, April 29, at 6 p.m.** at the Health Department, 1294 Centre St. Topics to be discussed include: summer/fall training schedule, new member recruitment, MRC volunteer roles, and review of a draft volunteer handbook. All are welcome. A light dinner will be provided. Please RSVP.

### Orientation & Home Preparedness 101 Training

A new member orientation, followed by Home Preparedness 101 training will be held on **Wednesday, June 2 from 7 to 8:45 p.m. at Newton City Hall, 1000 Commonwealth Ave, Room 222** The orientation will be first and last about 30 to 45 minutes. If you have never attended an orientation, you would likely find it useful. This training is also available online. The Home Preparedness training will begin at 7:45 p.m. Training description: Emergency preparedness begins at home. Come to this interactive program to learn about preparing yourself and your family for emergencies and how you can present this information to others in the community. This training covers: preparing to "shelter in place," developing an evacuation kit, and making a family communication plan. If you do not have an MRC emergency backpack, you will get yours this evening. Individuals may come to Orientation, Home Preparedness 101, or both trainings. Please RSVP.

### Ethics Summary

Recently passed Massachusetts Ethics Reforms Laws now require that municipal employees receive a copy of the publication "Summary of the Conflict of Interest Law for Municipal Employees," and acknowledge that they have received it. This includes municipal volunteers, so the city is requesting that MRC volunteers complete this process. To review a copy of the summary, please go to this link. <http://www.newtonma.gov/ethics-bc.htm> It will ask you to put in your first and last name. Then choose "Medical Reserve Corps Volunteer" under the drop down department menu. If you would prefer to receive a hard copy of the summary and acknowledge receipt on paper by mail, please let me know. If you have any questions about this process, do not hesitate to contact me or the city clerk's office.

### New Training offered by Massachusetts Medical Society

Avoiding a Disaster during a Disaster: Improving Medical Volunteer Response

**Wednesday, May 19, 2010 from 4:30pm to 8:30pm** at Massachusetts Medical Society (MMS) Headquarters in Waltham. Developed to increase awareness about the importance of volunteer planning and preparedness.

Physicians, nurses, behavioral health specialists, and other health care professionals interested in volunteering to respond to a public health emergency or a disaster should attend this important, live CME event. The program will provide attendees with an overview of preparedness challenges, including lessons learned from the Haitian earthquake response; an outline of state and federal emergency management systems and volunteer options; and a discussion of the differences between disaster and humanitarian response and the importance of collaborating

with community agencies. In addition, participants will learn about the pitfalls of self-deployment and the importance of becoming associated with a group or organization when volunteering. Current MSAR and MRC members may attend this activity at no cost. Preregistration is required and space is limited. To register for the program: Please call (800) 843-6356 or fax the registration form from that can be downloaded at [www.massmed.org/avoidingadisaster](http://www.massmed.org/avoidingadisaster).

Please contact Vanessa Kenealy @ [vkenealy@mms.org](mailto:vkenealy@mms.org) if you have any questions or require further information.

## Region 4b Training Schedule

A regional training schedule is included. [RSVP to Alison Minkoff Burns](#). Her contact info is listed on the schedule. New trainings are being planned for the fall, so if you have any suggestions, please let Teresa know! Or attend the Leadership Team meeting on April 29 (see above) to contribute to the discussion.

## Member Data Update

Each of you is receiving a copy of your contact information page from our database. If anything is incorrect, please email me with the corrections, or make the corrections on paper and return it to me. Thank you for your assistance in completing this process. I often get returned mail and emails from people, and would like to make sure you are receiving our information.

## HHAN Information

The Health and Homeland Alert Network (HHAN) is an automated system we use to contact volunteers during an emergency. If you receive a telephone call or email, this is what you do.

Step 1: Listen or read the message

Step 2: Confirm receipt of the message by either pressing 1 on your phone when prompted or clicking the link to confirm on your email.

Step 3: If you click the email link to confirm, you will be taken directly to the survey. Answer the survey question and you are DONE

Please note: If you confirm by phone, please stay on the line to answer the survey question-there will be a long pause but just wait for the question. Answer the question by pressing the appropriate button, and then hang up. You are DONE.

We are going to test this alerting system in the coming months. The HHAN is used only in an emergency, or to drill prior to an emergency. It is important to test the system before a real event occurs. If we are testing the system, the message that you receive will make it clear to you that this is only a drill. The drill may only be sent directly to your email and not to your phone and will only be sent to members who I have correct contact information for and who have passed their license (if applicable) and CORI checks. If you have questions about this system, please let me know.

## Online Orientation

Region 4b Orientation: Introduction to the MRC

Please note: For those of you who have not attended our Orientation/Intro to the MRC in the past this class is now available online. It is very important that you take this course online or in person. Please see below for details.

### Step 1: Registration

Go to <http://www.mahb.info/bmrc4b/event/registration.html>. Your user name will be your email address.

Please write down your password.

### Step 2: Accessing the course:

Once registered, you will need to go to the following web address to view the course:

<http://www.mahb.info/bmrc4b/event/login.html>.

If you encounter any problems accessing the course, please contact Alison Minkoff Burns at [Region4bMRC@challiance.org](mailto:Region4bMRC@challiance.org).