

Maine-Health Care Coalition: Downeast Chapter

Draft Vision: Downeast partnerships that illuminate the path to resilience

Draft Mission: Prepares health care delivery systems to respond to emergencies and disasters:

MEETING MINUTES

Date: April 16, 2026
Time: 1:00 PM - 3:00PM
Location: Eagle Hill Institute, Steuben

Attendance

Kevin Bradie <i>LHO- Hancock, East Machias and Sullivan</i>	Andrew Sankey <i>HKEMA</i>	Brain Frutchery <i>Downeast Community Hospital</i>
Christine Day <i>Washington county EMA</i>	Brandie McFetridge <i>MDNA</i>	Katie Verville <i>MDNA</i>
Hannah Dietrich <i>Maine CDC- HCC</i>	William Nichols <i>LHO- Steuben</i>	Rod Tirrell <i>Eastport Health Care Inc.</i>
Kawther Mohamed <i>Maine CDC</i>	Alfred May <i>Maine CDC</i>	Danielle Day <i>MDI Hospital</i>

Leadership

Chapter Chair
Danielle Day
MDI Hospital

Chapter Vice Chair
Alfred May
Maine CDC

Chapter Representative
Danielle Day
MDI Hospital



Your active participation is crucial for the success of the meeting. Thank you for your commitment.



Agenda

- Welcome, introductions and attendance.
- Review & approval of previous meeting minutes
- Unhealthy Air Quality Tabletop Exercise
- Training and Exercise Survey Results

Minutes of Meeting

Opening and Business Items

- Danielle Day (*Chair*) and Al May (*Vice Chair*) welcomed all members to Maine-HCC Downeast Chapter.
- Attendees were requested to put their names in the attendance sheet provided.
- A review of the previous meeting minutes was done and motion to accept them was called, moved by Andrew Sankey and seconded by Rod Tirrell, none opposed.
- The meeting agenda was presented and reviewed.

Unhealthy Air Quality TTX Exercise, Al May:

- Al started the discussion with asking a general question “what brought you here today and how would participating in the exercise benefit you?”
- Attendees responded stating several reasons, some of which are:
 - Response resources
 - How to function and serve patients during an event
 - Learn about the consequences of wildfires on towns
 - Learn more about air quality
 - Learn more about how to communicate & educate about air quality
- The tabletop exercise scenario was based on a **Unhealthy Air Quality** event due to a local wildfire that started burning 50 miles away from a rural community. The air quality event impacted a community with a critical access hospital, a school district with summer programs, small businesses and town offices. Impacted population included older adults, tourists and outdoor workers.
- What started as an Unhealthy event, quickly progressed into an **Very Unhealthy Air Quality** level requiring limited outdoor activities.
- Exercise questions included elements of communication, response, resource management, medical surge, evacuation activation, COOP and recovery that enabled participants to discuss their response plans and gaps to address.

Minutes of Meeting

Air Quality TTX Hot Wash

- Facilitated discussions about how the exercise went.
- Resources and support were offered to participants.
- An exercise evaluation form was distributed and filled by participants for feedback and comments.

*Key takeaways:

- Oxygen supply for people at home on continuous flow of oxygen
- Developing EOPs and including an air quality annex
- Bringing LHOs to the table and becoming aware of town plans
- Utilizing HAN for communications within organizations, between organizations and for situation awareness
- Maine CDC to add wildfires and air quality annex to their plans.

Training and Exercise Needs Assessment Results,

Kawther Mohamed:

- The T&E assessment survey was sent out late February to collect input from our district and other districts about their exercise needs.
- The results will be used to inform and create the state and district T&E Plan.
- Results showed the common type of risk assessments conducted by organizations in the Downeast, the risks or hazard identified, the modality of trainings and resources preferred.
- The risk identified from the survey align with the HVA analysis results with ranking technological hazards/risk high.

Planning for next year

- The state requires district to conduct an HVA annually, however we may be able to work off the previous HVA conducted in 2024.
- ME-HCC is organizing Webinar series starting July and state level trainings both hybrid and in-person.
- The next chapter meeting (July 14th) will be held through Zoom during which the plan for the next hazard will be presented.
- On July 7th, the Downeast Public Health Council will conduct its annual exercise- location TBD.
- Plan for a quarterly meeting for LHO to get them more involved and discuss their role in emergency response.

Information:

- For support with creating a wildfire/air quality annex or updating your current plans, please send an email to alfred.may@maine.gov and we will connect you with support.
- Find attached an [Air Quality Guide](#) for your reference.
- Learn more about Air Quality by visiting the [Maine DEP](#) website.
- Register to receive Health Advisories through Maine-[HAN](#).
- Receive latest news from Maine- DEP by email or text by signing up [here](#).
- Monitor air quality through [AirNow.gov](#).

Trainings

ICS Trainings

- [ICS-100: Introduction to the Incident Command System](#)
- [ICS-200: ICS for Single Resources and Initial Action Incidents](#)
- [IS-700: National Incident Management System, An Introduction](#)
- [IS-800: National Response Framework, An Introduction](#)
- [IS-2200 Basic EOC Functions](#)

To register for and participate in any training provided by FEMA you need to register for a [FEMA Student Identification \(FEMA SID\)](#).

Other Trainings

- [Operational Vital Signs: A Healthcare and Public Health Sector Exercise on Cybersecurity](#) (July 21 & 22, 2026)

Outcomes

- Next meeting is on Tuesday, July 14, 2026 from 1:00 pm to 2:30 pm through Zoom.

Meeting adjourned at 3:01 pm.