

IPMA – HR SOUTHEAST COAST MA  
CHAPTER MEETING  
December 21, 2017  
Hearth & Kettle Restaurant, Hyannis, MA

Members Present:	Susan Atkins, Barnstable	Bill Cole, Barnstable
	Tammy Cunningham, Barnstable	Justyna Marczak, Barnstable County
	Vicki Reis, Eastham	Laura Scroggins, Barnstable
	Jacquelyn Shea, Dennis	Anne Spillane, Barnstable
	Tara Way, Barnstable	Angela Whelan, Barnstable

1. Approve 11/16/17 minutes

Laura called the meeting to order and asked the group to approve the minutes of 11/16/17. Jacquelyn made the motion to approve, Bill seconded the motion; the minutes were approved.

2. Treasurer's Report

Anne is unable to present the Treasurer's report; she's out of work due to a minor surgery. We will have a report when she is back to work.

3. ADA Training Recap

The training was excellent; we had 20 registered and 19 attended (11 members, 9 non-members). We had one person who didn't register but showed up. Non-members included individuals from Harwich, Barnstable County, Oak Bluffs, Brockton, Dedham, New Bedford, Millbury and Edgartown. Jacquelyn reported a revenue goal of \$200.00; checks are still coming in. Feedback from the survey was positive; people are interested in attending future trainings even if they live far away. Topics of interest for future trainings: Benefits, FMLA, Wellness, Workplace investigations, Housing and the Homeless. There are leftover soda and chips that can be used for a future training.

4. Events email roster and other distribution lists

Constant Contact has a monthly fee however Tammy believes CCHRA uses the service free of charge, she will check into that. Debbie Gilbert's (employee at the Town of Barnstable) son works for Constant Contact, he may be able to provide a contact. Vicki met a potential new member while at a conference; she will contact her with a follow up email. Jacquelyn has been keeping a spreadsheet with a page for potential new members.

5. Mental Health First Aid Training and Eastern Region Chapter Development Funds

Anne reported the two officers who have been conducting the training have conflicts, one has been promoted to Sergeant and the other is pulling out of the unit. They will not be able to do the training in January or February. There is potential for one to do it in April but that isn't a definite. Cape Cod Healthcare is currently being trained and they are looking for groups to present to. Bill recommends following up with Cape Cod Healthcare.

6. Other potential trainings

Justyna suggested a substance abuse training that was recently presented by two attorneys. Tammy mentioned that CCHRA just hosted this event. Is there an issue with doing a substance abuse program prior to the Mental Health First Aid Training? Tammy will send Justyna the contact information for the person who presented to CCHRA.

Bullying in the workplace (this occurs frequently in Schools). Harassment – Foley & Foley could provide a suggestion for a speaker on this topic.

Wellness – Deanna Desroches could be a presenter. Jacquelyn suggested her sister who has a wellness background as another possible presenter. Anne believes that wellness from a management perspective will not be a topic to draw people in.

MMPA Conference – Legal update focused on Marijuana use. Jacquelyn will look at her material to see who gave the update. The Attorney General’s Office will do trainings.

Distracted employees – People are using their phones at work more often, have personal worries such as finances and issues at home that distract them from work.

Technology in the workplace – Millennials; training in the workplace.

Send any ideas for speakers and topics to Jacquelyn.

7. Holiday Social

Angela confirmed with the group that The Black Cat in Hyannis was the preferred location for the Holiday Social. We will plan a date for January, what are good options Monday – Friday. Tuesdays aren’t good for several members. Wednesday, January 24<sup>th</sup> was selected.

Laura made a motion to adjourn, Anne seconded the motion, meeting adjourned.

**Next meeting Thursday, January 18, 2018 at Hearth & Kettle, Hyannis 8:00am**