**COSTEP MA Executive Meeting**

**March 14, 2019**

**10:00 am to 11:45 am**

**220 Morrissey Blvd, Boston, MA 02125**

**Attendance:**

Priscilla Anderson (phone), Martha Clark, Michael Comeau, Alejandra Dean, Sean Ferguson (computer), Lori Foley (phone), Ben Haavik (phone), Ben Hiltunen (phone), Evan Knight, Veronica Martzahl (computer), Gregor Trinkaus-Randall

**Changes to MEMA leadership**

Samantha Phillips has been named the new director of MEMA. She comes to MEMA from the City of Philadelphia Emergency Management. Ben Hiltunen will be meeting with her on Monday, March 18, 2019.

**New Jersey Cultural Alliance for Response**

Michael Comeau, Veronica Martzahl, and Alejandra Dean spoke with Samantha Forsko from the Conservation Center for Art and Historical Artifacts. Ms. Forsko is working with the New Jersey Cultural Alliance for Response to assess their organization and sustainability over time. In the course of the discussion, Ms. Forsko suggested reaching out to the National Voluntary Organization Active in Disasters (NVOAD) as a partner and potential fiscal agent.

**Webinars**

Lori Foley is presenting webinars to Chief Officers of State Library Agencies (COSLA) and the Council of State Archivists (CoSA). She will be discussing National Planning and Response Frameworks in the context of the Heritage Emergency National Task Force (HENTF).

**Meetings**

Ginny Hewitt reached out to the group about upcoming meetings. No action was taken by the Executive Committee to schedule a meeting at this time.

**Leadership**

Lori Foley will follow up with Kristin Parker to determine her level of interest

**Website discussion**

Evan Knight walked the group through a series of recommendations for revisions to the look and feel for the website as well as the content organization.

Alejandra Dean will work with Evan to review the site for dead links and to mock-up new resources pages for the April Executive Committee meeting.

**Discussion of dPlan**

Sean Ferguson gave an update on the status of dPlan revision.

**Next Executive Committee Meeting:**

April 11, 2019

10:00 am

Massachusetts Archives and remotely