



MRC Regional Deployment Protocols

Deploying Volunteers within MA Public Health
Emergency Preparedness Region 2

Established March 2014

Updated November 2023

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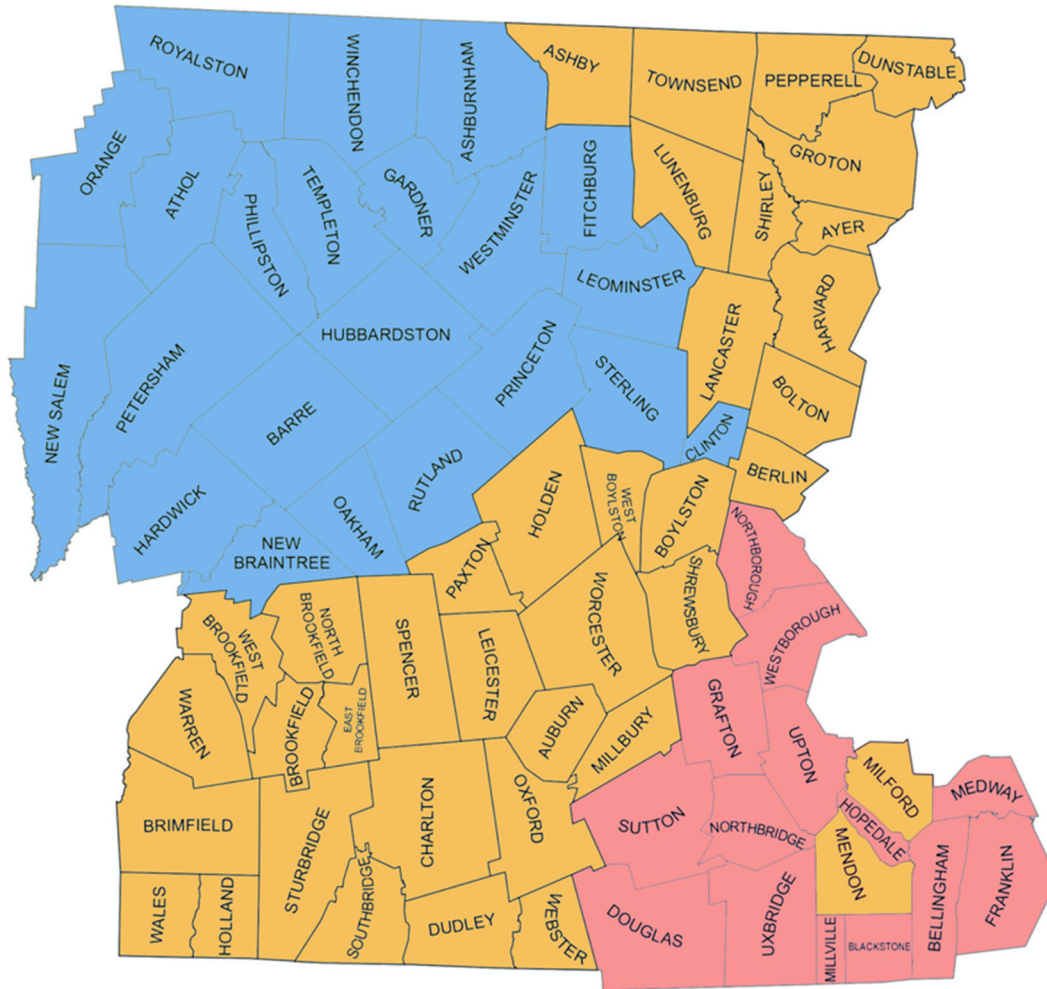
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MRC Units in Region 2



Legend

- Wachusett MRC
- Worcester Regional MRC
- Greater Grafton MRC

Unit Leaders

Wachusett MRC Coordinator

Judie O'Donnell

Greater Grafton MRC Unit Leader

Marianne DeVries

WRMRC Unit Leader

Lois Luniewicz

*Please see individual MRC deployment protocol for town listing.



**GREATER GRAFTON MEDICAL
RESERVE CORPS**

TOWN OF GRAFTON

28 PROVIDENCE ROAD
GRAFTON, MA 01519



E-mail: devriesm@grafton-ma.gov

Greater Grafton Medical Reserve Corps

Protocol for Request and Deployment of Volunteers Emergency and Non-Emergency Requests

Bellingham Blackstone Douglas Franklin Grafton Hopedale Medway Millville
Northbridge Northborough Sutton Westborough Upton Uxbridge

Marianne DeVries, Coordinator
Devriesm@grafton-ma.gov
508-864-5923, Cell

Alternate Contact: Evan Brassard, brassarde@grafton-ma.gov, 413-351-1671, Cell

Policy:

The purpose of the Greater Grafton Medical Reserve Corps is to assist with and provide community support for emergency or non-emergency situations in the fourteen communities listed above that are covered by the unit.

The Greater Grafton Medical Reserve Corps (GGMRC) is not a first responder organization and it is not within GGMRC capability to respond within minutes of an event. Although there may be circumstances when a rapid response is needed, the GGMRC must first send out a volunteer notification in order to coordinate a response. It is our goal to provide support in the first few hours of an event upon request.

Procedure:

1. Representative from community's health department /Central Mass Regional Public Health Alliance, emergency management or other authorized person contacts MRC Coordinator or Administrative Assistant if Coordinator not available.
2. Information that should be gathered by requestor before contact (see attached request form).
 - A. Date and time needed
 - B. Requestor's name and title
 - C. Address/Location of event
 - D. Point of Contact at event
 - E. Type of Event

F. Volunteer Info

- a. Type of volunteers needed (medical/non-medical)
- b. How many of each
- c. Professions and skills needed
- d. Duration of Shift (s)
- e. Additional info (meals, supplies, lodging, transportation, parking, etc)

G. Directions

3. Coordinator will contact members through the MA Responds system or other determined means if necessary and report back to requestor ASAP in the case of an emergency or at a designated date and time for a community event.
4. If for any reason the GGMRC is unable to provide enough support, the coordinator will then reach out to other MRC units within Region II.
5. Other Region 2 MRC Coordinators or their designees should follow same procedure to request assistance. If the ESF-8 desk is activated, the state protocol should be followed.

Last Revised November 2023



Wachusett Medical Reserve Corps
Deployment Protocol
Emergency and Non-Emergency Requests
Reviewed and Updated 2022

Ashburnham	Athol	Barre	Clinton	Fitchburg
Gardner	Hardwick	Hubbardston	Leominster	New Braintree
New Salem	Oakham	Orange	Petersham	Phillipston
Princeton	Royalston	Rutland	Sterling	Templeton
Westminster	Winchendon			

Policy:

The purpose of the Wachusett Medical Reserve Corps is to assist with and provide community support for emergency or non-emergency situations in north Worcester County.

Procedure:

1. A representative from the community's health department, emergency management team or other authorized person will contact an Officer of the Wachusett MRC (see below) to request volunteer help.
2. Information to be provided with the request:
 - A. Date and time needed
 - B. Requestor's name and title
 - C. Address/Location of event
 - D. Point of Contact at event
 - E. Type of Event
 - F. Volunteer Info (see attached request form)
 - a. Type of volunteers needed (medical/non-medical)
 - b. How many of each
 - c. Professions and skills needed
 - d. Duration of Shift (s)
 - e. Additional info (meals, supplies, lodging, transportation, parking etc.)
 - G. Directions
3. The contacted Officer will request Wachusett MRC members through appropriate means determined by the request which can include but not be exclusive to phone, email, social media or the MAREsponds system contact methods. Wachusett will report back to the requestor as soon as possible in the case of an emergency or at a designated date and time for a community event.
4. Other Region 2 MRC Coordinators or their designees will follow similar procedures for requests of assistance. If the ESF-8 desk is activated, the state protocol should be followed.

Officers

Judith O'Donnell RN MPH
WMRC Coordinator/President
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Last Revised November 2023



Worcester Regional Medical Reserve Corps
(WRMRC)

Ashby Auburn Ayer Berlin Bolton Boylston Brimfield Brookfield Charlton Dudley
Dunstable East Brookfield Groton Harvard Holden Holland Lancaster Leicester
Lunenburg Mendon Milford Millbury North Brookfield Oxford Paxton Pepperell Shirley
Shrewsbury Spencer Southbridge Sturbridge Townsend Wales Warren Webster West Boylston
West Brookfield Worcester

Deployment Protocol - Emergency and Non-Emergency Requests

Policy:

The mission of the Worcester Regional MRC is to provide medical and non-medical volunteer services to cities and towns in Central MA (Public Health Region 2) to supplement existing resources in the case of disasters or in non-emergency situations.

The Worcester Regional MRC (WRMRC) is not a first responder organization, and it is not within WRMRC capability to respond within minutes of an event. Although there may be circumstances when a rapid response is needed, the WRMRC must first send out a volunteer notification to coordinate a response. It is our goal to provide support in the first few hours of an event upon request.

Procedure:

1. A representative from a community's Health department, Emergency Management team, or other authorized person will contact Lois Luniewicz (508-450-4226) to request volunteers. If Lois is unavailable, the community may reach out to one of the alternates listed below. When making a request, please include the following information; a fillable Volunteer Request Form has also been included for your convenience:
 - a. Date(s) and time(s) needed
 - b. Requestor's name and title
 - c. Address/Location of event or requested response
 - d. Point(s) of Contact at deployment site
 - e. Type of Event
 - f. Volunteer Info
 - g. Type of volunteers needed (medical/non-medical)
 - h. Number of each needed
 - i. Professions and skills/specified training needed
 - j. Duration of Shift(s)
 - k. Number of anticipated shifts
 - l. Length of each anticipated shift

- m. Additional info (meals, supplies, lodging, transportation, parking, etc.)
 - n. Direction
 - o. Condition of access roads
 - p. Will special clearance be needed for entry
2. Coordinator will contact volunteers through the MA Responds system or other determined means if necessary and report back to requestor as soon as possible in the case of an emergency or at a designated date and time for a community event.
 3. If for any reason the WRMRC is unable to provide enough support, the coordinator will then reach out to other MRC units within Region II.
 4. If support is needed beyond Region II, the WRMRC will follow State protocol for requesting MRC volunteers beyond this jurisdiction.

Primary Contact

Lois Luniewicz, WRMRC Unit Leader

Loisluniewicz@comcast.net

Office, Cell: 508-450-4226

Home: 978-874-2858

Alternate Contacts

Pamela Masters,

Region 2 HMCC Program Manager

mastersp@worcesterma.gov

Cell: 508-450-4734

Chelsea Orefice,

Region 2 HMCC Planning and Operations Coordinator

oreficec@worcesterma.gov

Cell: 774.418.1068

Alissa Errede,

Region 2 HMCC Sponsoring Org

ErredeA@worcesterma.gov

Cell: 508-439-1195

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Potential MRC Volunteer Roles: FY24

- 1st Aid, CPR/AED, STOP THE BLEED providers/trainers
- For COVID19, Flu or other vaccination sites as well as other medical events: Greeters, registration, flow coordinators, runners, vaccinators, observers
- Contact Tracers
- Provide Health and other relevant information at health or other fairs, polling places, schools
- Administrative or documentation support: health departments, public health, and school nurses
- Trainers: Emergency Dispensing sites, shelter support
- Supply, logistics management
- Translators/interpreters: Language Assistance Team identified; winter 2024 team training
- Drivers: Meals on Wheels, flyer distribution, EDS/Emergency Supplies
- Amateur radio operations (NO ESTABLISHED TEAM to date; target-Spring 2024)
- TASK FORCES: Trailer (Existing); Quick Response (under development)
- Support for, working with: Local CERT and other Emergency Preparedness/Response TEAMS
- PARTICIPATE IN Exercises/DRILLS AS players/actors/evaluators
- Staffing/support for emergency, warming/cooling shelters; Volunteer Reception Areas, call centers
- Also....we are open to suggestions. Our volunteers want to participate so if you have an idea, we are listening!

Massachusetts Volunteer Request Form

To be used for organizations, agencies, partners, etc. requesting volunteers.

Description	
Description of event:	

Requesting Agency Information	
Date of Request:	
Requestor's name:	
Requestor's agency, organization, etc.	
Requestor's telephone:	
Requestor's email (required):	

Site/Event Information	
Date(s) of event:	
Address/Location:	
Point of Contact at Site:	Phone Number:
Type of event? (Vaccination clinic, testing site, shelter, etc.)	
How quickly are volunteers needed (if applicable)?*	

Volunteer Information	
Description of Volunteer Duties: **Please include specific job descriptions when submitting this form.	
Type of volunteers needed (medical/non-medical)?	
If volunteers will be in a clinical role who is providing medical control for this operation?	
How many of each?	
Professions, licenses & skills needed:	
Date/time/duration of shift(s) and check-in time(s):	
Who do volunteers report to upon arrival?	Phone Number:
Will your organization be scheduling the volunteer shifts and conducting additional outreach upon receipt of volunteer roster?	
Is additional training needed or will it be provided?	
Will PPE be provided?	

Additional info (suggested attire, things to bring - such as meals, ID, credentials, supplies - lodging, transportation, parking, etc.) & other special instructions:	
Directions:	