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To "Jason Belmonte" <jbelmonte@doverma.gov>
Date 2025-12-02 16:14:52+00:00
Subject Action Needed: Customize Your Public Health Response Framework for January Exercise
Attachments Dover-All-Hazards-Public-Health-Emergency-Response-Framework_DRAFT.docx; 4AB-PHEP-Response-Framework-Briefing-11.19.pdf; 4AB-Response-Framework_PHAB-EOP-Crosswalk.docx

Jason,

As part of our Region 4AB Public Health Emergency Preparedness (PHEP) grant requirements, each community must have an **all-hazards Public Health Emergency Response Framework** and submit it to the Region 4AB Health and Medical Coordinating Coalition (HMCC) and the Massachusetts Department of Public Health (MDPH). This framework also serves as the foundation for the **January 2026 discussion-based exercise**, which all communities are required to participate in.

Attached you will find **your community's initially customized draft framework**, based on the Region 4AB template. I have already tailored the document with your community's basic details (e.g., municipality name, agency name, and other standard fields).

Why your review is needed

To meet MDPH requirements and to effectively participate in the upcoming exercise, each Board of Health/Health Department must complete the community-specific sections of the framework. These sections ensure the plan reflects your actual roles, operations, resources, and local context. If your community already has a **Public Health Emergency Operations Plan (EOP)** that is still active and aligns with the structure and expectations of the Region 4AB framework, you may continue using that plan. In that case, you would only need to **update it as needed** and submit it as your official framework. We are happy to review your existing EOP to confirm alignment.

What you need to do

Please review the attached draft and complete the remaining sections that require your input. Specifically, you will need to customize any sections that are highlighted yellow and confirm the customizations that I made on your behalf (also highlighted yellow). The remaining customization includes information such as **local hazard analysis, staffing/ICS roles, shared services, resource lists, EDS locations, etc.** After you complete your edits, please return the updated Word document to me at gwsimonsen@challiance.org.

Deadline

To keep us on track for the January 2026 exercise, please submit your completed framework (or updated Public Health EOP) by: **close of business on Monday, January 5, 2026.**

Office hours and technical support

We will be holding virtual office hours to assist with the customization process, answer questions, and help troubleshoot challenges. Please feel free to join any session that works for you (listed below). If your community would prefer a dedicated 1:1 conversation, we are happy to schedule that as well.

Office Hours:

- * Monday, December 8, 2025 - 2:00-3:00 PM. [Zoom link](#)
- * Tuesday, December 9, 2025 - 10:00-11:00 AM. [Zoom link](#)
- * Wednesday, December 10, 2025 - 1:00-2:00 PM. [Zoom link](#)
- * Thursday December 11, 2025 - 11:00 AM-12:00 PM. [Zoom link](#)
- * Friday, December 12, 2025 - 10:00-11:00 AM. [Zoom link](#)

What's next

- * **December 2025:** Finalize and submit customized frameworks/EOPs to the Region 4AB HMCC
- * **January 2026:** Region 4AB hosts the required discussion-based exercise (more details to follow in separate emails)
- * **By March 30, 2026:** All communities must submit their After-Action Report/Improvement Plan (AAR/IP) to the Region 4AB HMCC/MDPH

Thank you for your partnership and for supporting preparedness in your community. Please reach out with any questions - we are here to help.

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