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## REGION 3D – NORTH SHORE/CAPE ANN EMERGENCY PREPAREDNESS COALITION

Beverly; Danvers; Essex; Gloucester; Hamilton; Lynn; Manchester-by-the-Sea; Marblehead; Nahant; Peabody; Rockport;  
Salem; Saugus; Swampscott; Wenham

Region 3D Coordinator: Sheryl Knutsen [sknutsen3a@comcast.net](mailto:sknutsen3a@comcast.net)  
Region 3D Administrator: Beth Amico [bethamico@gmail.com](mailto:bethamico@gmail.com)

### EXECUTIVE COMMITTEE

Executive Committee Members: John Coulon, Sharon Cameron, Karin Carroll

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### PUBLIC NOTICE

The meeting of the Region 3D-North Shore/Cape Ann Emergency Preparedness Coalition Executive Committee will be:

Date: May 17, 2017

Time: 2:30 PM

Place: Peabody City Hall, Lower floor conference room  
24 Lowell Street  
Peabody, MA 01960

#### AGENDA:

1. Review minutes of April 24, 2017 meeting
2. BP5
  - a. Final Expenditures Update – B. Amico
  - b. Q3 Work Plan (Submitted) – Review – S. Knutsen
  - c. 3D BP5 Project Update (Closed POD)
3. BP1
  - a. Deliverables, Work Plan and Budget Overview – S. Knutsen
  - b. Choosing a Coalition Project and Voting on a Region 3 PH Project
  - c. Review and revise the following Region 3D Scopes of Work:
    - i. EP Coordinator
    - ii. EP Administrator
    - iii. Communications Management Coordinator
    - iv. MRC Volunteer Coordinator
  - d. Create Budget
4. New Business
  - a. Edible Marijuana Initiative – K. Carroll
5. Set Agenda for May 24, 2017 Region 3D NS/CA EP Coalition Meeting

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