

## **Minutes of the Mutual Aid Steering Committee**

**May 24, 1998**

**NHMA, Concord, NH**

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**Present:** Anderson, Andrews, Bobinsky, Champlin, DesRoches, Fogg, Kyle, Stack, Wright

**Absent:** Barden, Cleverly, Fogg, Lee, McKinnon, Russell, Stack, Starkey

**Meeting called to order** by Anderson at 9:45

Motion, "Accept minutes of April 30, 1998 meeting with the following change: Written requests are unnecessary, however, written follow-ups are necessary." Bobinsky, Kyle—  
Passed

Discussed Mutual Aid Agreement. Highlights of the discussion:

**Section V**-No changes.

**Section VI**-No changes but Bobinsky will check on the communications issues.

**Section VII**-No major changes.

**Section VIII**-The provider should document costs. Changed the title to: Cost Documentation.

**Section IX, X, XI, XII**-No major changes

**Section XIII**-Change title to read University of New Hampshire Technology Transfer Center rather than UNH T2. Also, the T2 will provide training as part of their responsibilities.

**Section XIV, XV, XVI, XVII, XVIII**-No changes.

Summary of agreement and template of letters and will be written by Bobinsky, Champlain and DesRoches.

The agreement will be sent to the Attorney General for review and to ensure that it is compliant with RSA-53A in form and substance. EOM, NHDOT, and UNH T2 will send letters to NHMA in support of the agreement.

**Meeting adjourned** at 11:30

*Respectfully submitted by Kathy L. DesRoches*