

Western Region Homeland Security Advisory Council
Joint Planning / Pan Flu & Training & Exercise Subcommittee Meeting
Tuesday, October 1, 2013, 11:00 am
DPH, 23 Center Road, Northampton, Ma

Present: Raine Brown (FRCOG); Gretchen Johnson (FRCOG); Larry Holmberg (HREPC); Tracy Rogers (FRCOG), Josiah Neiderbach (PVPC), Josh Shanley (NEM), Linda Moriarty (WMEMS), Carolyn Shores Ness (DBOS/BOH), Cindy Hahn (ARC), Lindsay Errichetto (BRPC), Sandra Martin (BCBOHA), Nikki Nixon (PVPC/HCHC), Tom Lynch (BHS), Mary Kersell (HPHPC), Pat Smith (FRCOG), Ed Lesko (HBOS/BOH).

Linda Moriarty called the meeting called to order at 11:01 am.

Meeting Minutes

The committee reviewed the minutes from the September 3, 2013 meeting.

Motion: Larry Holmberg motioned to approve the September 3, 2013 meeting minutes. Tom Lynch seconded. Motion passed unanimously.

A round of introductions followed.

FFY2011 Project Updates

Mass Receiving Planning

Josiah stated that the project is moving forward. PVPC is mapping fields and parking lots for Hampden and Hampshire County.

Pat stated that Franklin is on track.

Regional EOC Planning

Raine stated that the monthly update is in the meeting packet. The project is wrapping up. The latest draft of the local and regional Conops was sent out. The feedback was forwarded to Fortress. The Consultant will be giving a presentation of the final Conops Presentation at the October Council meeting. Raine is drafting a new RFP with the recommendations from the plan. It is expected that the FFY13 funding will be available in December. Discussion followed concerning administrative funding. Raine stated that the issue has not been resolved yet.

Faith Based Phase III

Tracy stated that Lindsey Britt has resigned. Mary has agreed to continue work on the draft until a replacement staff person is on board.

Sandra stated that the draft was well received in Berkshire. Mary stated that the Hampshire draft was also well received.

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Shelter Equipment

Raine requested that this discussion be held after the project updates.

DPW GPS Equipment

Linda stated that the Council voted to approve the additional funding needed for the correct GPS units. Raine stated that the project is moving forward. There are over 80 people registered for the trainings. There has been a lot of interest from state agencies and other people not qualified. Other Councils have shown interest in offering the same type of training. Raine has shared information on the trainings with the other Councils. There will be four trainings offered. Raine has some of the GPS units and is in the process of tagging them. The remaining units will be ordered in time for the November trainings.

FY2012 Project Updates

VOAD Engagement and Capacity Building

Tracy stated that she has revised the scope of work. The new scope of work includes writing an emergency response plan and preparing an online database if 211 is not a viable option. The goal of the project will be to strengthen the two COADS that exist. A workshop will be held in March 2014. Carolyn stated that this is a great project that produces useable products. Discussion followed.

<p>Motion: Carolyn Shores Ness motioned to approve the revised scope of work for the VOAD Engagement and Capacity Building Project as presented. Mary Kersell seconded. Tracy Rogers abstained. Motion passed.</p>

Sheltering Equipment

This discussion was tabled until after all other project updates were done.

CI Prioritization Phase III & IV

Josh stated that asset information is being collected. There are 32 energy production plants in our region. The plants are being ranked according to output capacity and vulnerability. It would be great to collect ethanol and petroleum resources as well but may not be enough time. All of the water treatment and waste water facilities have been identified. Most of the aqueducts and reservoirs have been identified. Much of the culvert data has been collected and summarized. Over 10,000 culverts were entered into the system thanks to the help of a UMASS Professor who used an aquatic scoring system to prioritize them. Josh plans to reach out to the RPAs about the

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culvert information as well. Carolyn suggested doing outreach at the GPS training as well. Discussion followed.

Josh stated that the summary of risk tool in the THIRA has some important aspects missing. Josh will coordinate with Raine and Jenn Ball and submit his feedback. Raine stated that there will be a regional THIRA update but she is not sure of the timeline. Josh asked to be included in the update process.

Requests

No requests were presented.

Shelter Equipment FFY11 and FFY12

Sandra stated that an electronic policy for shelters is needed because it has become clear that electronics are needed to run a shelter. The Consultant selected for the Shelter training was chosen largely due to their electronic/online approach. There are many apps available. The draft policy outlines that the equipment must be maintained, updated and used. Mary stated that projectors, computers, Ipads or other tablets, badging systems, WiFi hotspot equipment, radio base stations and antennas and inventory management systems/scanners would now be allowable purchases for shelters with Homeland Security funding. Carolyn stated that the policy was well written and reasonable. Larry stated that the WiFi hotspot equipment requires a subscription. Raine stated that the radio base stations and antennas should be brought before the Interops Subcommittee to discuss the exact equipment allowable or needed. Linda was concerned that iPads and tablets may be too portable and suggested only allowing laptops to be purchased. It was suggested to allow only PC and not Mac purchases. Discussion followed.

Motion: Carolyn Shores Ness motioned to approve the WRHSAC Policy on Shelter Equipment as written but to reduce the acceptable electronics with signed MOU to Laptops with appropriate software, Projectors, badging equipment, and inventory management systems/scanners. Mary Kersell seconded. Motion passed.

Pat stated that Franklin County will review the new policy with the REPC and update the list of shelter equipment request. Pat stated that the policy to not allow purchases under \$100 if not on a state contract is very limiting in relation to specialty equipment. The purpose was to remove the items that can be easily purchased locally. Discussion followed.

Motion: Mary Kersell motioned to amend the previous policy to allow purchased under \$100 that are not regular household or office use supplies. Sandra Martin seconded. Motion passed.

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Raine requested that the updated shelter equipment requests be submitted by the RPAs by November 4th. Discussion followed.

Old Business

Raine stated that the all of the proposed projects were approved at Council for the FFY13 Plan except for the last priority of each subcommittee due to funding constraints. The unfunded priority for this Subcommittee was the VOAD and Faithbased project. If EOPSS allows exchange of administrative funding for project funding the project may be able to be added.

New Business

No new business was discussed

Items Unforeseen by the Chair

Sandra stated that Ed Lesko was unanimously nominated by WAG/MAG as the Public Health representative to the Council. The nomination will be submitted to EOPSS for approval and then to sent to the Council for approval. Discussion followed.

Motion: Carolyn Shores Ness motioned to nominate Ed Lesko as the Public Health representative to the Council. Larry Holmberg seconded. Nikki Nixon abstained. Motion passed.

Tom stated that there will be a meeting with Pat Carnavale to discuss merging the public outreach project with a MEMA public outreach project. Raine stated that timing may not work out because the FFY13 funds have not been released by EOPSS yet. Discussion followed.

Next Meeting

The next meeting was scheduled for November 5th at 11 am at DPH.

There being no further business Larry Holmberg motioned to adjourn. Mary Kersell seconded. Voted unanimously.

The meeting adjourned at 12:37 pm.

Respectfully Submitted by
Gretchen Johnson
Homeland Security Program Assistant
Franklin Regional Council of Governments