

Western Region Homeland Security Advisory Council
Planning / Pan Flu Subcommittee Meeting
Tuesday, January 7, 11:00 am
Northampton Police Department, 29 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), Cindy Hahn (ARC), Sandra Martin (BCBOHA), Nikki Nixon (PVPC/HCHC), Mary Kersell (HPHPC), Ed Lesko (HBOS/BOH), Tom Lynch (BMC), Ann Shea (MMC), Gail Bienvenue (MDPH), Gary Roux (PVPC).

Linda Moriarty called the meeting to order at 11:02 am.

Meeting Minutes

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

<p>Motion: Sandra Martin motioned to approve the December 3, 2013 meeting minutes. Tom Lynch seconded. Motion passed unanimously.</p>
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Sandra commented on how outstanding it was to have 93 towns participate in the DPW GPS training.

A round of introductions followed.

FFY2011 Project Updates

Faith Based Phase III

Tracy stated that Mary Kersell and Sandra Martin have been drafting the SOGs. The MOAs are with the towns. A new staff person, Mark Maloni, started at the FRCOG on Thursday. Outreach efforts have been ongoing.

Shelter Equipment

Raine stated that all of the equipment that was requested on the prior contracts has been ordered except for the Central Berkshire supplies. A location for delivery needs to be confirmed for Central Berkshire. An RFQ for the durable medical supplies was released but there were no responses. It will be posted again. Raine is working with vendors from the state contract to review computer specifications and obtain quotes for computers and software.

FY2012 Project Updates

VOAD Engagement and Capacity Building

Tracy stated that she is working on the Draft Emergency Response Plan. Things are going along well. There has been some interest from EMDs.

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Sheltering Equipment

This discussion was included with FFY11 Sheltering Equipment.

CI Prioritization Phase III & IV

Josh stated that ACAMS is being phased out and the new system is IP Gateway. The ACAMS data that has been entered will be transferred over. The new system will not be fully functional and trainable to realistically coincide with the timeframe of this project. A conference call was held with Linda, Raine and Tom. It was decided to recommend abandoning the project for now. Raine stated that Phase 3 has a balance of \$14,300 and Phase 4 has a budget of \$50,000. The funding will go back to the Council. Discussion followed.

Motion: Ed Lesko motioned to halt the current phases of the CI project with regrets. Mary Kersell seconded. Motion passed unanimously.

Linda thanked Josh and Jon Davine for all their hard work on this project.

Motion: Sandra motioned propose allocating an additional \$3,000 to host GPS Cache training and to add \$10,000 to the Public Outreach project. Larry Holmberg seconded. Motion passed unanimously.

GPS Cache and Training

Raine stated that that the training will be held in April. The purchase of the equipment will be coordinated with the training date. A quote for the training has been requested.

FFY2013 Project Updates

Public Outreach/Project Awareness – Review scope of work

Linda asked everyone to take a few minutes to review the scope of work. Linda asked why school superintendents have been included. Mary stated that the schools are usually the shelter, emergency dispensary sites or will need to coordinate the buses in the event of an evacuation. Linda stated that it would be good to prioritize the list.

There will be a general overview presentation and then discipline specific presentations created. Discussion followed concerning where the presentation will be given and the types of give away items to order.

Motion: Larry Holmberg motioned to approve the project utilizing budget two as detailed in the scope of work. Ed Lesko seconded. Tracy Rogers and Sandra Martin abstained. Motion passed.

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Mass Receiving Phase II

Raine stated that the direction of this project was discussed last month. Gary has come today to give a presentation on the NERAC evacuation tool. Gary stated that the NERAC tool was developed by MAPC. Gary played a five minute video about the tool. Gary stated that the RPAs have many of the data layers used for the tool already. However, he was not sure what it entails to take those data layers and work them into the NERAC tool. Josh stated that he would be reluctant to invest funding in a proprietary tool. Sandra asked if the tool is being updated to make it more updatable. Gary stated that he did not know. Discussion followed. It was decided that the tool would need to be a real time tool before it could be pursued further. It was decided to focus this phase of the project on reception centers: identifying locations, logistics of getting fuel, auto care, medical care, etc. If time, this phase should explore perishable food staging area and the logistics of setting up tent cities. Raine stated that she will draft the Scope of Work to review next month.

MACC Phase II

Raine stated that two proposals were received. They were reviewed and scored by six members. The proposals were both very strong and both consultants will be interviewed on Thursday at the Northampton Police Station Community Room at 10:00. Raine invited anyone interested in the interviews to attend.

Budget Update

Raine stated that there are additional funds available from the CI project. The subcommittee has proposed to obligate \$3,000 for the GPS Cache trainings and \$10,000 for Public Outreach project. This will leave a total of \$83,000 to be spent down by July 2014. Raine stated that equipment based projects are the fastest to spend down. The Hampshire Hills radio project is a phased equipment project that the funds can be allocated to if no other equipment projects are needed. Discussion followed.

Requests

No requests were presented.

Old Business

No old business was discussed.

New Business

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Shelter Pharmacy Guide

Mary stated that the Pharmacy guide was a gap in the Regional Shelter Plan. Mary has drafted the Medical/Medication Plan that was included in the meeting handouts. Discussion followed if it should become a template for all of the Regional Plans and be officially integrated or if it should be set aside until there are a number of items to add to the Regional Sheltering Plans.

Motion: Ed motioned to have the Shelter Pharmacy Guide turned into a template and be formally integrated into the Regional Shelter Plans. Larry Holmberg seconded. Tracy Rogers opposed. Mary Kersell and Gail Bienvenue abstained. Motion passed.

Sandra stated that she will draft a proposal to present at the Council meeting.

Items Unforeseen by the Chair

No unforeseen items were discussed.

Next Meeting

The next meeting is scheduled for February 4th at 11 am at DPH.

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

The meeting adjourned at 1:00 pm.

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