

Western Region Homeland Security Advisory Council
Joint Planning / Pan Flu & Training & Exercise Subcommittee Meeting
Tuesday, November 5, 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), Sandra Martin (BCBOHA), Nikki Nixon (PVPC/HCHC), Tom Grady (BCSO), Mary Kersell (HPHPC), Pat Smith (FRCOG), Ed Lesko (HBOS/BOH), Mark Maloy (BRPC).

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

Meeting Minutes

The committee reviewed the minutes from the October 1, 2013 meeting.

Motion: Sandra Martin motioned to approve the October 1, 2013 meeting minutes. Tracy Rogers seconded. Motion passed unanimously.

A round of introductions followed.

FFY2011 Project Updates

Mass Receiving Planning – Final Report of Phase I

Mark stated that a copy of the draft report was included in the meeting packet. Lindsey left the BRPC two weeks ago but completed most of the work on compiling the draft. The key findings for Berkshire County were that:

- 20% of evacuees would seek shelter
- 50% of those evacuees would come to Berkshire County

That means that the maximum evacuees in a catastrophic event would be approximately 225,000. The existing resources such as hotels, campgrounds, and seasonal homes were considered. A gap of 142,000 is left. These may be able to be accommodated with tent cities on municipal and private land. The biggest issue is resources. We have the land but not the tents. Another identified gap is interstate protocols. Sandra stated that food is not addressed in this phase. Discussion followed.

Raine stated that Phase 2 of this project was approved for FFY13 in the amount of \$50,000. It was proposed that Phase 2 will address critical infrastructure, local and regional vendor commitments, coordination of hospitals, food, medicine, counseling, etc. Raine will need to write the scope of work for the project soon to keep the project on its timeline. The FFY13 contract is expected soon.

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Tom stated that the State has an evacuation plan and a shelter plan. A State fueling plan is underway. We need to coordinate with these efforts and be sure that our plans coordinate with the state plans. There is an active Massachusetts, New Hampshire and Rhode Island group. It was decided that Raine should confer with MEMA regarding current and future state projects to best coordinate the tasks of Phase II with state efforts. Pat Smith requested to attend the meetings as well if funding allows. Real life events such as Katrina and Sandy should be looked at and evaluated. A lot of people refuse to evacuate. Discussion followed.

Regional EOC Planning

Raine stated that she compiled the scope of services for Phase 2 and evaluation criteria to evaluate vendors. The current vendor is very interested in continuing with the project. Raine asked subcommittee members to review the items and give her any feedback. Discussion followed.

Faith Based Phase III

Tracy stated that the draft plan is being reviewed by the outreach workers. All of the counties have been doing extensive outreach.

Shelter Equipment

Raine stated that there were four sheets included in the meeting packet. Further discussion is needed on the inventory control system requested by Hampshire County and the flexibility in ordering laptops. Discussion followed regarding the purchase of computers. The consensus was to only allow laptops and Windows 7 pro should be held as the standard.

Larry stated that there is a need for an inventory control system. Raine stated that all homeland security assets are bar coded and in the RMS system but there is no bar code reader available at this time. Sandra stated that she would support this purchase as a pilot program for the other counties. Discussion followed.

Motion: Sandra Martin motioned to allow the purchase of an inventory control system for Hampshire County as a pilot program as part of the regional sheltering equipment project. Carolyn Shores Ness seconded. Motion passed with one opposed and two abstentions.

DPW GPS Equipment

Raine stated that there are two more training sessions coming up. Only seven towns have not signed up yet out of 101 towns. Outreach to those towns is being made. The Central Region is very interested in offering this training and the GPS units as well.

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FY2012 Project Updates

VOAD Engagement and Capacity Building

Tracy stated that the project is moving along. The monthly update is included in the meeting packet. There is a push to include the associated agencies in the 211 system.

Sheltering Equipment

Included with FFY11 Sheltering Equipment.

CI Prioritization Phase III & IV

Josh stated that Northampton was selected for a resiliency project. The project will evaluate the city's infrastructure.

Josh stated that he and John have been presenting about the ACAMS trainings at the GPS DPW trainings. It is hoped that the DPW attendees will become the town asset managers for the ACAMS system. Josh stated that he has opened his blog up to the public.

New Business

Additional Funds

Raine stated that since the last meeting, two pockets of money have become available. EOPSS has approved allowing the left over FFY10, FFY11 & FFY12 administrative funds to be reallocated to projects. There was also a miscalculation that allowed approximately \$5,000 more for both FFY12 and FFY13 by EOPSS. The Council will consider projects for the additional funding on November 19th. The Subcommittees have been asked to review their projects and bring forth recommendations. The finalization of the COAD/VOAD project was not able to be included in the FFY13 plan originally. It was proposed as a \$35,000 project. Ed stated that \$50,000 would be more appropriate to complete the project to self sustaining. Additional capacity building is needed. Discussion followed.

<p>Motion: Ed Lesko motioned to approve \$40,000 FFY13 funds for the COAD/VOAD project. Tom Grady seconded. Tracy Rogers abstained. Motion passed.</p>

Requests

GPS Cache

Raine stated that Bob Hassett has requested a cache of ten GPS units and a case to be stored at the Sheriff Departments in each county as well as offering a training. A hand out was included

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in the meeting packet. Raine stated that many staff from state agencies had to be turned away for the DPW GPS trainings due to lack of space in the trainings. The Council is interested in holding a training open to multiple disciplines and state partner agencies. MEMA has agreed to host the training. The training portion of the project will be considered by the Training & Exercise subcommittee.

Motion: Carolyn Shores Ness motioned to approve \$20,694.80 of the additional funds to purchase a cache of GPS units. Ed Lesko seconded. Motion passed unanimously.

Old Business

The approach to the Project Awareness/Public Outreach project needs to be more clearly defined. Discussion followed concerning going to existing meetings, bringing examples of resources, talking about projects accomplished, etc. It was decided that a phone group should discuss the project further. Mary Kersell, Sandra Martin, Ed Lesko, Josiah Niederbach, Pat Smith, Tom Grady, Carolyn Shores Ness, Raine Brown and Gretchen Johnson volunteered.

Items Unforeseen by the Chair

Tom stated that Josh and Dennis held the first of the Communications 101 trainings last night. They did an outstanding job. Josh stated that approximately 150 people are signed up for the training series in total.

Next Meeting

The next meeting is scheduled for December 3rd at 11 am at DPH.

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

The meeting adjourned at 1:07 pm.

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