

Western Region Homeland Security Advisory Council
Planning / Pan Flu Subcommittee Meeting
Tuesday, March 1, 2016, 2016, 11:00 am
DPH, 23 Service Center Road, Northampton, Ma

Present: Raine Brown (FRCOG); Linda Moriarty (WMEMS), Brenda Codella (FRCOG), Jeanne Galloway (HCHC), Ann Shea (MMC), Pat Smith (FRCOG), Larry Holmberg (HREPC), Brian McCartney (PVPC), Tracy Rogers (FRCOG), Mark Maloni (FRCOG), Kelly Constantine (HPHPC), Allison Hope (BRPC), Ed Lesko (HPHPC), Sandra Martin (BCBOHA)

Regrets: Ed Morales (EEC)

Linda Moriarty called the meeting to order at 11:05 am.

Meeting Minutes

The committee reviewed the minutes from the February 2, 2016 meeting.

Motion: Larry Holmberg motioned to approve the February 2, 2016 meeting minutes as corrected. Tracy Rogers seconded. The motion passed with one abstention.

A round of introductions followed. Brenda Codella (FRCOG) was presented as Gretchen Johnson's replacement as the Administrative Services Assistant.

FFY2014 Project Updates

MACC Phase III

Tracy Rogers stated that there was not a lot of change in the Franklin County MACC to report. They continue to work on outreach and are hopeful that GCC will be agreeable to be a MACC site.

Sandra Martin reported that Berkshire County has been working with the Southern Berkshire group. REPC is still very involved. Central Berkshire is a small group still working on things. The Fire Chief in Great Barrington has agreed to join the Southern Berkshire group. All groups are aware of the extended deadline.

COAD Continuation

Tracy stated there was nothing new to report from Pioneer Valley (PV) COAD meeting.

Sandra reported that the Berkshire County (BC) COAD has a meeting tomorrow and will continue working on details. The group is hoping for good attendance and to nominate a chair and secretary.

Sheltering and Shelter Management Development

Brian McCartney stated that Hampden County is still waiting on an answer from Westfield State University (WSU) about whether they are willing to serve as a regional shelter. The information is with the Presidents office and they are waiting for a decision. Brian feels we should wait to reallocate funds until they hear from WSU. Raine reminded the group of the extended timeline to the end of the grant year. Linda stated there needs to be a decision from WSU by the end of March. Brian met with the Town of Montgomery. The town is now ready to move forward. Eight communities will now be using one shelter site.

Pat Smith Stated that Franklin County (FC) will finish its final site walk through at Greenfield Middle School (GMS) on March 2 and will then begin to work on site plan details. Once complete, they will then move to create MOA's with the towns. Work with communities is an ongoing challenge. Pat also feels that alternative management structures may need to be created for communities that are unwilling to host a regional shelter. Sandra commented the decision always comes down to money. If bigger communities open shelters, the communities that haven't signed on will come anyway so host communities need to be prepared.

Pat reported the Franklin County shelter training needs survey has been completed and an analysis is being conducted. FC responses are showing that more than half of the respondents have had no training on shelter management. Pat stated that she just sent out the link to the Hampshire County (HC) survey to Larry and Kelly Constantine and will follow up after the March 11th deadline if additional responses are needed. Sandra noted that it is interesting to sort the results by classification, i.e., whether the respondents were responders or volunteers. In analyzing the Berkshire County results in that way, they found that the two classifications are very divided, with volunteers wanting hands on training while responders want on-line training.

Companion Animal Expendable Cache

Raine stated Springfield is having challenges with procurement. Raine is staying on top of the situation to move things along.

Website Resource Guide Map

Raine is having challenges with the vendor. Keeps saying he will have things in a few weeks but has been stating that since January.

FFY 2015 Project Updates

Children in Disasters

Psychological First Aid Training

Raine noted that the remaining FFY14 funds were moved to cover the Pediatric Psychological First Aid Training. A scope was written and requests for scope have been made. Raine should have back next week. A training is planned for June.

Reunification & Medical Supplies

Raine stated that reworked scopes are included in today's handouts.

Medical Supplies

Raine stated that HMCC has agreed to do the work compiling a list of available pediatric medical supply caches. Raine and Tracy will come up with an MOU that reflects HMCC's agreement. Sarah, the HMCC intern, is working on gathering the information. A report should be done by the end of June. Linda suggested to Tracy that if Deb Clapp hasn't shared results of the last survey, completed within the last 2 years, to ask for them. Tracy will check. Discussion about pediatric medical doses and who has them was had. Linda reported there are two hospital caches. The two trailers are at Berkshire Medical Center (BMC) and Holyoke Hospital (HH) with medical supplies and two MCI Trailers, one at County Ambulance and Amherst Fire Department. DPH has a medical supply trailer cache as well. Tracy asked if it was best for her to approach EMS directly about their pediatric supply caches or could Linda supply her that information. Linda suggested Tracy ask directly of companies first and then she will work on getting the information if she isn't successful. Sandra suggested going to county ambulance groups first. Hampden, Hampshire and Berkshire ambulance groups meet on a regular basis and attending a meeting may be the best way to get the information. Ann Shea suggested MMRS is a good place to get information as well.

Family Reunification Plan

Raine asked for feedback on the tasks outlined in the handout in the meeting packet. Tracy suggested she include software needs on the equipment recommendations line. Linda suggested adding Department of Children and Families (DCF) to task 5. Pat suggested adding, including, but not limited to, in task 5.

Sandra questioned the age range the plan would address. Teenagers and older children are out and about on their own. Raine stated the plan/study includes all children, infants to 18 years. The goal is to create a universal plan that anyone can adapt to their needs. Pat commented that if the plan is to be accessible to the whole community, privacy issues need to be considered.

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Raine stressed people using the plan need to take on the work of gathering their own data and determining their needs. We are just developing a tool for the towns to use. We need to keep a broad view in its development.

Mark questioned what the level of outreach and pushing awareness would be once the tool is developed. Jeanne Galloway stated there should be a level of outreach, but not a force to use it. Linda stated that people don't know they need the info. Raine suggested EMD meetings, fire chiefs, public health, schools, email list serves – as ways to get the info out about the plan and that it's available. Linda thought DCF may be able to help getting the info out to day care centers.

Raine questioned how the will work of creating the plan be done? Do we task RPA's with the work? Discussion followed.

Linda asked, can HMCC do the job? Tracy stated they can't take on more. Pat stated it could be done by RPA's and it's been discussed. Raine asked the subcommittee about funding. FFY15 has \$50,000 allocated to Children in Disasters related projects. Raine stated pediatric training costs may be more than they have available in FFY14. The committee may want to hold funds. Would the RPA representatives be willing to develop a proposal and bring it back to the table for next month? Those present agreed to hold a conference call to come up with a specific proposal for review by the Subcommittee at its April meeting.

Linda asked if Raine was comfortable with the budget. She agreed and wanted to set a dollar value on the task. 100 people on facilitator training \$7,000 and \$1,500 may be needed for Psych First Aid training. Larry asked if \$3-\$5,000 would be more reasonable. Raine stated the group needs to decide how much they feel will be needed to finish training. Pat stated that one RPA usually takes the lead and not every RPA needs to take on the same level of outreach. Linda was comfortable dropping to \$45,000, leaving \$5,000 to complete trainings. Sandra and Pat agreed it was reasonable. June 2017 is the end date for the FFY15 funds for this project. Raine stated she will work on the PJ for approval. If RPA's come with a proposal it can be in place by the end of April. Linda questioned, if after discussion RPA's decide they can't do the job, where do we go from there? Raine stated the plan would have to go out to bid. Sandra stated she thinks RPA's are versed enough in the topic to complete the plan/study.

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Motion: Larry Holmberg motioned to approve \$45,000 for the project and accept tasks as amended. Ed Lesko seconded the motion. The motion passed. Sandra Martin abstained.

Debris Management Template

Contracts have been sent out to the RPAs for their work on this project. Pat states FRCOG will begin working on the template right away as the work to be done by BRPC to create the Action Guide is dependent on the draft template being available.

Inter-Disciplinary/Jurisdictional Situational Awareness (Information Sharing)

Raine reminded the committee that at the end of the March meeting she was still researching who could do the work on this project. She reported to the subcommittee that Todd Zukowski from Pioneer Valley Planning Commission (PVPC) is a reserve officer with West Springfield Police and will take the lead on the project. PVPC will do the work. They will go through and observe all aspects of 2015 exercise series and drill at Six Flags and will determine how information sharing works and will report to the committee by December 2016. A budget of \$10,000 is set aside for the project. The purchase order is still in process and may not be approved by next week to start . There is \$5,000 ready to disburse as needed later on.

COAD Continuation

Sandra stated we have an outline that reflects what needs to happen for COAD long term recovery. MEMA made a strong suggestion that there are two parts to be considered, immediate needs and the long term recovery. FEMA and MEMA suggest how to handle money, because FEMA gives money to local organization to study recovery. Pioneer Valley COAD to discuss project next week.

Budget Review

Raine stated nothing new on budget. Projects are moving along.

Requests

No requests were presented

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Old Business

No old business was discussed.

New Business

Raine informed the committee she will be on vacation March 25, 2016 thru April 3, 2016. There will be no reminder for the next planning meeting until the Monday before.

Items Unforeseen by the Chair

No unforeseen business was brought forward.

Next Meeting

The next meeting is scheduled for April 5, 2016 at 11 am at DPH.

There being no further business Tracy Rogers motioned to adjourn. Larry Holmberg seconded. Voted unanimously.

The meeting adjourned at 11:54 am.

Respectfully Submitted by
Brenda Codella
Administrative Services Assistant
Franklin Regional Council of Governments