

Western Region Homeland Security Advisory Council
Planning / Pan Flu Subcommittee Meeting
Tuesday, July 5, 2016, 2016, 11:00 am
DPH, 23 Service Center Road, Northampton, Ma

Present: Raine Brown (FRCOG), Jeanne Galloway (HCHC), Larry Holmberg (HREPC), Brian McCartney (PVPC), Sandra Martin (BCBOHA), Ann Shea (Mercy Medical), Michael Nelson (DPH), Pat Smith (FRCOG), Ed Lesko (HCPHC), Kelly Constantine (HCPHC), Tracy Rogers (FRCOG), Mark Maloni (FRCOG), Carolyn Shores Ness (Deerfield BOS/BOH).

Ann Shea, in Linda Moriarty's stead, called the meeting to order at 11:07 am.

Meeting Minutes

The committee reviewed the minutes from the June 7, 2016 meeting. Larry Holmberg noted he abstained from the MACC Phase IV vote. Correction noted.

Motion: Sandra Martin motioned to approve the June 7, 2016 meeting minutes as corrected. Kelly Constantine seconded. Tracy Rogers abstained. Motion approved.

A round of introductions followed.

FFY2014 Project Updates

MACC Phase III

Tracy Rogers reported that project will be completed by the end of July. Seventeen Franklin County towns have agreed to the MACC concept and signed the MOU. Two towns have declined and several others are still in discussion. The Franklin REPC will be considering adoption of the MACC at their next meeting.

Sandra Martin noted the project is wrapping up in Berkshire County. Berkshire County feels it would be beneficial to exercise and train on the MACC. A discussion regarding the development of a tabletop exercise that would allow all MACCs to participate virtually was discussed. This should be brought to the Training & Exercise subcommittee.

Sheltering and Shelter Management Development

Pat Smith reported FRCOG GIS staff has been making locus maps and site floor plans for Franklin and Hampshire County. Final shelter plans for Franklin and Hampshire will be submitted to WRHSAC within the month. A meeting to discuss an MOU with Mohawk Regional School and involved towns is scheduled for later this week. The project will be complete by the end of the month.

FFY 2015 Project Updates
Children in Disasters

Psychological First Aid Training

Raine Brown reported the training was well received. The facilitators were excellent and were able to actively engage participants in the exercise. Raine will continue to recommend to the Training & Exercise Subcommittee to offer this training at least one more time.

Family Reunification:

Brian McCartney noted research is ongoing. He noted that Sharon Howe of Save the Children will lead a conference call on July 20 related to the topic for those interested. Raine asked Brian to share call-in information for anyone interested.

Medical Supplies:

Tracy Rogers reported and shared summaries of the survey results. The summaries show how many hospitals and ambulance services reported and the items in their inventories. 9 out of 10 hospitals answered. Tracy noted she would like Linda Moriarty to review the EMS report to determine if the materials EMS departments reported as not being required to carry might be items they should be recommended to carry. The hospitals are reviewing their inventories and will likely be enhancing their inventory over the coming year.

Tracy reported three recommendations for the subcommittee to consider:

- Assist hospitals to develop a process for prolonged patient stays
- MCI training and
- Training on working with children with functional needs, particularly those who are non-verbal.

Pat recalled a TEEX/FEMA training which focused on FNSS, which might be helpful. It was suggested to follow up with Deb Clapp regarding trainings. Raine will follow up with both.

Raine asked Tracy regarding HMCC continued involvement with this aspect of the project. It was suggested that for the time being to keep the conversation active in this meeting and as steps are determined, the HMCC will determine their appropriate participation in each step.

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Debris Management Template

Pat Smith reported. She has been working on the template and will be sending a draft to the RPAs later this week for review. The draft should be presented to the subcommittee at their next meeting. Discussion ensued regarding importance of the template and the development of training for end users; this lead to some discussion regarding the DPW GPS units and how to keep training up to date.

Inter-Disciplinary/Jurisdictional Situational Awareness

Raine noted there was nothing new to report at this time as next step is observation of the full-scale exercise at Six Flags.

COAD Long Term Recovery

Sandra noted the project is moving along. BRPC recently attended both COAD meetings. The COADs are still indicating interest in the project.

MACC Phase IV

Raine reported that Hampshire County and FRCOG will be reviewing the scope of work to provide feedback on task assignment. Once tasks are delineated, MOUs for both entities can be developed. Raine noted she will be following up with Hadley to ensure they understand the grant process and are able to accept the protocols. Should see contracts in place by mid-August.

Budget Review

Raine noted that all projects are moving along well.

Requests

No requests

Old Business

MACC Equipment:

Raine presented the updated MACC Equipment list which included estimated equipment prices. It was noted that no cost was included for the laptops. Raine stated she would correct this. With computers included entire equipment list is estimated at approximately \$13,000. This will be brought to the full Council for further discussion regarding notification to MACCs.

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SUV Training

Sandra followed up on last's month discussion regarding online software for volunteer management. She indicated she would like further feedback from the committee regarding which software the project should recommend. She asked the committee their opinion on the most important aspects of the software. Should the software provide complete management or is quick set up more important? Should it be managed be each town or regionally? How important is ease of use?

BRPC is currently recommending the use of the Recovers.org tool for individual towns, and the United Way's *Get Connected* as a regional option. General discussion ensued. The committee raised additional items to considering including: what is the software's capacity to handle large-scale, potentially region-wide incidents, and how are the systems managed during non-regular work hours. Sandra thanked the committee for the discussion and will follow-up on the additional questions.

New Business

No new business

Items Unforeseen by the Chair

No items unforeseen

Next Meeting

There will not be an August subcommittee meeting. The next meeting will be held on September 5, 2016 at 11am at DPH.

There being no further business Carolyn Shores Ness motioned to adjourn. Larry Holmberg seconded. Voted unanimously.
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The meeting adjourned at 11:56 am.

Respectfully Submitted by
Raine Brown
Homeland Security Program Manager
Franklin Regional Council of Governments