

Western Region Homeland Security Advisory Council  
Planning / Pan Flu Subcommittee Meeting  
Tuesday, February 07, 2017 9:00 am  
DPH, 23 Service Center Road, Northampton, Ma

Present: Raine Brown (FRCOG), Larry Holmberg (HREPC), JD Hebert (DMH), Ann Shea (Mercy Medical), Mark Maloni (FRCOG/HMCC), Mary Kersell (HCPHC), Ann Dunne (FRCOG), Todd Zukowski (PVPC), Michael Nelson (DPH), Allison Hope (BCBOHA),

This meeting is audio recorded

Ann Shea called the meeting to order at 9:04 am.

### **Meeting Minutes**

The committee reviewed the minutes from the January 03, 2017 meeting.

<p><b>Motion:</b> Larry Holmberg motioned to approve the January 03, 2017 meeting minutes. Mary Kersell seconded. Motion passed unanimously.</p>
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A round of introductions followed.

### **FFY 2015 Project**

#### ***COAD Long Term Recovery***

Allison Hope presented the 2/6/17 draft Long Term Recovery Plan for the Western Massachusetts Community Organizations Active in Disasters (COADs). Allison asked for feedback and is open to suggestions. The goal of the plan is to coordinate efforts with emergency preparedness. Allison will add an appendix of the acronym, and update the draft and send out for further review.

#### ***Debris Management Template***

Raine Brown reported the materials are on the website in PDF format, with a note to contact Raine for the Word version for modification at the community level. The MOU is completed for BRPC to start working on the script for the video. It was agreed that building an out-reach strategy was a good idea in reaching the Select Boards and DPWs. Unallocated funds from FFY15 - \$5,000.00 and \$10,000.00 from FFY16 could be used for out-reach. Raine will work on outreach ideas and cost estimates for the next meeting.

#### ***MACC Phase IV***

Larry Holmberg reported the recent meeting was well attended by multiple disciplines, and the consensus was that a MACC would be worthwhile. They discussed the merits of a MACC, and specifically, the MACC would be mobile and scalable; be initially situated at the MEMA Region

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3/4 facility, would concentrate on county-specific situational awareness, single point of contact for non-public safety resources, help facilitate town-to-town assistance within the county, and in general offer logistical, planning, and administrative support to Hampshire communities. A single-sheet “Hampshire MACC Concept of Operations” will be produced that will outline what the Hampshire MACC is, and include facts that may be used to quickly explain to others (elected officials, EMDs, etc.) why have the MACC and what the MACC will do.

The Working Group will meet one more time to approve the single-sheet document.

***Children in Disasters - Family Reunification:***

Raine reported that Pat Smith is working on the revisions, and a MOU for further work is in place to change the formatting. It will be ready for further review at the next meeting.

**National Association of City & County Health Officials (NACCHO) Presentation.**

Allison Hope will present the family reunification best practices at the preparedness summit as a recognized WRHSAC project. Allison will share her presentation with the subcommittee for input and content inclusion.

**Budget Review**

Raine reviewed the FFY16 projects:

**Children in Disasters Phase III** – continue building on the family re-unification plan under the FFY17 investment plan. The template is still being formed.

**Countering Violent Extremism- Community Violence Proposal from BRPC - \$55,000.00**

Allison presented a proposal from Berkshire Regional Planning Commission (BRPC). Project activities include developing a CCV Toolkit and conducting conferences to provide the region with comprehensive, accessible guides to strengthen the connection between Law Enforcement and community agencies and organizations; facilitate and support local approaches to address violence in communities; and to strengthen community resilience as a guard against violence. After a lengthy discussion the subcommittee decided not to accept this proposal and will conduct further conversation regarding the intent and goals of this project.

**MACC Phase V- Review Survey Draft for Hampden County.**

Raine presented the draft survey for review. The committee made several suggestions. Raine will incorporate and bring back for further discussion at the next meeting.

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**The FFY17 Investment Plan.**

Raine noted that EOPSS expects our preliminary project list by February 24 and the investment plan by the end of March. The total grant award is expected to be level funded at \$936,000.00. The full Council will consider subcommittee recommendations at its February meeting; therefore the subcommittee needs to identify its proposed projects for FFY17. The contract is expected to run from late fall 2017 through end of July 2019. Traditionally, this subcommittee's projects have averaged around 17% of the total budget.

A preliminary plan was discussed with the following projects ideas listed in order of priority.

Children in Disasters Phase IV	\$60,000.00
Functional/Access Needs Daily Response Planning	\$50,000.00
Infrastructure Virtualization	\$50,000.00
Cybersecurity Planning	\$50,000.00
<b>Total</b>	<b>\$210,000.00</b>

**Requests**

None

**Old Business**

None

**New Business**

**MEMA Basic Sheltering Concepts Training**

MEMA is looking for a suitable free facility in the area to host a 3 hour training class. Westfield was suggested as a possible location, to offer an afternoon and evening session as well as UMass. Raine had started an email discussion regarding this and is seeking to decide upon a location to share with MEMA. Due to the weather many of the people involved in this conversation were absent. The discussion was tabled until next month.

**Items unforeseen by the chair**

None

**Next Meeting** – Tuesday, March 7, 2017, 9:00am at DPH, Northampton.

There being no further business Larry Holmberg motioned to adjourn the meeting. Mary Kersell seconded. Voted was unanimous.
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The meeting adjourned at 11:12 am

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Respectfully Submitted by  
Ann Dunne  
Admin Services Financial Assistant  
Franklin Regional Council of Governments