

Western Region Homeland Security Advisory Council  
Planning / Pan Flu Subcommittee Meeting  
Tuesday, November 07, 2017 9:30 am  
DPH, Service Center Road, Northampton, MA

**Present:** Raine Brown (FRCOG), Ann Shea (Mercy Medical), Jeanne Galloway (HCHC), Larry Holmberg (HREPC), Stephanie Bozigian-Merrick (PVPC), Allison Egan (BCBOHA), Tracy Rogers (FRCOG), Monica Wynne (Baystate Health), Mark Maloni (FRCOG), Mary Kersell (HCPHC), Carolyn Shores Ness (Deerfield BOH/BOS), Pat Smith (FRCOG), Michael Nelson (MDPH), Todd Zukowski (PVPC), Ann Dunne (FRCOG)

This meeting is audio recorded

**Ann Shea called the meeting to order at 9:31 am.**

**Meeting Minutes**

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

**Motion:** Tracy Rogers motioned to approve the October 03, 2017 meeting minutes. Jeanne Galloway seconded. Motion passed unanimously.

A round of introductions followed.

**FFY16 Projects**

***Family Reunification Phase II***

Pat Smith reported on the success of the Family Reunification Trainings in October, and on the presentations by John Michael Keyes.

Allison Egan noted the BRPC is completing a storyboard based on the video script, and discussed the options for the sustainable online training modules. After a lengthy discussion, the BRPC will explore the training goals, and the various options will be presented at the December meeting.

***MACC Phase V- Hampden County***

Todd Zukowski presented the survey results, and noted the response rate was 41% out of 46 agencies polled. The overall feedback was very positive, and after a brief discussion, the subcommittee agreed to continue with the project.

**Motion:** Carolyn Shores Ness motioned to proceed with the MACC Phase V project. Mary Kersell seconded. Motion passed unanimously.

Raine will begin work on the scope of work and will add the additional funds to the project.

### **FFY17 Projects**

#### ***Children in Disasters Phase IV***

Raine reported the FFY17 contract is in place, and asked the subcommittee to consider the next phase of the family reunification project. Raine suggested reviewing the executive summary to identify other training gaps. The subcommittee agreed to review the executive summary before the next meeting.

#### ***Functional/Access Needs Daily Response Planning***

Raine suggested developing a training module as it relates to a daily response to functional/access needs beyond shelter planning. Mark Maloni, Stephanie Bozigian-Merrick, Allison Egan and Pat Smith agreed to form a sub group to discuss ideas. And will provide feedback at the January meeting.

#### ***Infrastructure Visualization***

The subcommittee discussed the viability of this project given the level of available funding. The goal of the project is to use technology to create a 360-degree interior layout map of critical structures, to be used by emergency services during an event. Discussion followed on how to safely store the data and provide secure access. NEARC has a similar Stars Project. They provide the information with the tactical response teams. Raine will contact NEARC and will report her findings at the January meeting.

#### **Budget Review**

Raine noted there are funds left over in the family reunification project from the amount allocated to coordinate the trainings, and asked the RPAs to provide feedback on the plan to conduct outreach at the national level.

#### **Requests**

None

#### ***Old Business***

Jeanne Galloway agreed to provide a general flu update for the subcommittee and this item will be added to the agenda.

#### ***New Business***

##### ***FFY2018 Investment Plan***

Raine reported the Council has received the FFY2018 investment plan guidelines. EOPSS is suggesting the Councils consider sustaining existing capabilities over building new capabilities, which follows both the THIRA and SHS strategies. EOPSS expects the grant to be level funded at approximately \$900,000.00. The recent trend of funding in WRHSAC shows approximately \$150,000.00 allocated to this subcommittee. The preliminary plan is due by Jan 17, 2018 and the full plan by February 14, 2018.

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Raine suggested developing a template for a mental health recovery plan, focusing on both small and large disasters/incidents. This would connect with the children in disasters project, and fills a much-needed gap.

***Items unforeseen by the chair***

None

***Next Meeting*** – Tuesday, December 05, 2017, 9:30 am at DPH, 23 Service Center Road, Northampton, MA.

There being no further business Tracy Rogers motioned to adjourn the meeting. Carolyn Shores Ness seconded. Voted was unanimous.
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The meeting adjourned at 10:56 AM

Respectfully Submitted by:

Ann Dunne, Franklin Regional Council of Governments