

Western Region Homeland Security Advisory Council  
Planning / Pan Flu Subcommittee Meeting  
Tuesday, December 05, 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), Mary Kersell (HCPHC), Pat Smith (FRCOG), 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 November 07, 2017 meeting.

<p><b>Motion:</b> Larry Holmberg motioned to approve the November 07, 2017 meeting minutes. Mary Kersell seconded. Motion passed unanimously.</p>
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A round of introductions followed.

### **Public Health Update:**

Jeanne Galloway updated the subcommittee on the flu status in our area based on the CDC statistics, and the subcommittee noted the huge success of the UMASS, Amherst meningitis vaccine clinics. The skills and knowledge gained through all the WRHSAC supported exercises and training was acknowledged.

### **FFY16 Projects**

#### ***Family Reunification Phase II***

Allison Egan presented the list of goals for the online training module for review. Allison will prepare a suggested format for the next meeting, with objectives for each module. PVPC and BRPC are working on conference abstracts to outreach to a wider audience at the national level. How to handle requests for plan assistance from agencies and municipalities was discussed. Raine suggested encouraging municipalities to compare their plan, if they have one, to the template. While Homeland Security can do some review, this isn't the intention of the project. It towns as for assistance in the future, the planning agencies can decide if they have funds are available to provide local assistance to their communities on the topic. It was suggested to ask HMCC to assist with outreach to hospitals to provide them with details of the family reunification template.

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**MACC Phase V- Hampden County**

Todd Zukowski noted the contract is in place, and he is in the process of editing the CONOPS to meet the needs of Hampden County. Todd will coordinate the process with the Hampden County Sheriff's Office.

**FFY17 Projects**

***Children in Disasters Phase IV***

Raine noted the projects were discussed at the November meeting, and it was agreed to bring updates for each project to the January 2018 meeting. The subcommittee set aside \$50,000 for each of the FFY2017 projects.

It was suggested to develop a regional pediatric mass casualty plan with collaboration between the hospital committee, HMCC and the EMS disciplines. It could be added as additional annexes to the existing HMCC plans to address the gaps identified in their executive summary.

Raine suggested the following motion for the general outline of the Children in Disasters Phase IV - FFY17 project.

Mary Kersell made a motion to split the funding between building annexes for existing plans related to pediatrics, and to begin the initial planning stages for a Pediatric MCI Plan between the hospital committee and HMCC. Tracy Rogers seconded. Motion passed unanimously.

The subcommittee will ask the T&E subcommittee for funds to exercise the plan. Raine will prepare a project justification for review at the next meeting.

***Functional/Access Needs Daily Response Planning-*** \$50,000.00

Project updates will be discussed at the January meeting.

***Infrastructure Visualization-*** \$50,000.00

Project updates will be discussed at the January meeting.

**Budget Review**

Raine reviewed the budget, and noted the FFY16 is on target.

**Requests**

None

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**Old Business**

FFY2018 Investment Plan

Raine reported the WRHSAC would like to receive the FFY18 preliminary projects ideas from the subcommittees at their December meeting. Raine asked for ideas from the committee members.

A suggestion was made to develop a patient tracking system, as identified as a gap in the Children in Disasters Summit executive summary. A discussion ensued noting steps already taken and challenges to patient tracking in the region. Given the outcome of previous WRHSAC support of patient tracking, it was determined this is a project better handled at the individual agency level.

The committee discussed many ideas. After a lengthy discussion, the following lists of projects were prioritized for the FFY2018 plan:

- Mental Health Recovery Resource Guide with a Mental Health Public Awareness Campaign. \$30,000.00 to \$50,000.00
- Hospital Pediatric MCI Plan with HMCC. \$15,000.00 to \$25,000.00
- Public Information Message Maps. \$25,000 to \$40,000
- Placeholder for Cyber Security. \$25,000 - \$40,000
- Transition debris management SUV training to an online format. \$10,000.00- \$20,000.00

Ann Shea will present the list of recommendations at the WRHSAC's meeting later in December.

The following training recommendations will be presented to the T&E subcommittee.

- Hospitals Pediatric MCI Plan Tabletop. \$40,000.00 to \$50,000.00
- Critical Incident Stress Management (CISM) Training. \$25,000.00 to \$40,000.00
- SUV Drill. \$30,000.00 to \$40,000.00
- Cyber Security Training. \$25,000.00 to \$40,000.00
- Regional MACC Exercise.

**New Business**

Mary Kersell announced this is her last meeting, and will be replaced on the subcommittee by Loren Davine.

**Items unforeseen by the chair**

None

**Next Meeting** – Tuesday, January 02, 2018, 9:30 am at DPH, 23 Service Center Road, Northampton, MA.

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There being no further business Mary Kersell motioned to adjourn the meeting. Tracy Rogers seconded. Voted was unanimous.

The meeting adjourned at 11:26 AM  
Respectfully Submitted by:  
Ann Dunne, Franklin Regional Council of Governments