

Western Regional Homeland Security Advisory Council
Meeting Minutes
Tuesday, July 21, 2015, 10:00am
WMEMS, 168 Industrial Drive, Northampton, MA

In attendance: Raine Brown (FRCOG), Gretchen Johnson (FRCOG), Matt Grudgen (FRCOG), Thomas Grady (BCSO), Melissa Nazzaro (Spfld Comm), Carolyn Shores Ness (DBOS/BOH), Mark Babineau (WMFCA), Robert Barry (MEMA), Sandra Martin (BCBHOA), Michael Nelson (DPH), David Cruz (EOPSS), Jamin Carroll (PVTA), Gail Bienvenue (DPH), Robert Hassett (SFD), Linda Moriarty (WMEMS), Fran Nothe (WMFCA), John Pond (WMFCA), Brook Chipman (EOPSS), Hans Olson (EOPSS), Thomas Lynch (BMC), Ed Lesko (HCHPC), Stephen Kozloski (WMLEC), Mark Trapani (PPD) proxy for Michael Wynn (PPD), John Paciorek (WMPC), Tracy Rogers (FRCOG), Nick Kraft (MAPC).

The meeting was brought to order at 10:04 am by Thomas Grady, Council Chair.

Approval of Minutes

The Council reviewed the minutes from the June 16, 2015 meeting.

<p>Motion: Tom Lynch moved to approve the minutes from the June 16, 2015 meeting as submitted. Mark Babineau seconded. Motion passed.</p>
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A round of introductions followed.

COAD/ERC Project Update

Tracy Rogers gave a PowerPoint presentation on the COAD/ERC project. Tracy explained that the first task for this project was to expand the COAD membership. The COAD membership now consists of 145 organizations. Extensive outreach was conducted to businesses, civic organizations and colleges. There has been an effort to outreach specifically to Fire Chaplains.

The second task was Emergency Rest Center expansion. The ERC Guide has been updated with a COAD checklist and SOGs for the COAD EOP. Additional ERCs were established in each County.

The third task was to strengthen the COADs. A compilation of donations management plan best practices and long term recovery case management best practices was drafted. The Western Mass spontaneous unaffiliated volunteer plan was tested at an UMASS exercise. Both COADs decided not to pursue 501 (c) (3) at this time. The Western Mass COAD Summit was held on April 30, 2015. Seventy people attended. The registration was run as a reception center. The workshop included:

- Training to become an ERC
- Disaster chaplaincy
- Children in disasters
- What role can libraries play

A functional exercise was held to practice coordination of agencies.

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A presentation was given at the FEMA Faithful Readiness Conference to explain how the COADs were created and about the ERC project. Tracy also made contacts with people interested in increasing fire chaplaincy resources.

The fourth task was ERC training.

- Two trainings at the Summit
- Greenfield
- Hinsdale
- 2 upcoming trainings in churches
- A training is being scheduled for Lanesborough

Task Five was to enhance relationships with emergency management. A COAD guide for EMDs was created.

Lessons learned and best practices include:

- Face to face outreach is intensive work but pays off
- State and federal partners at the table helps buy in/legitimacy
- Integrate COAD into other plans
- Annual conference keeps partners engaged
- Invite EMDs to COAD meetings to build relationships
- Meet on a regular schedule; run mini-tabletop exercise during each meeting
- Use Google Docs to share plans, Gmail to share contact lists
- At minimum, small amount of staff time to provide clerical support and keep things moving

Next steps include:

- Climate change and emergencies
- Children and seniors in disasters
- Chaplains crisis training
- Long-term recovery plan and donations management plan built off notes from current COAD project
- Use of Get Connected through United Way or other software platforms to coordinate spontaneous unaffiliated volunteers through the COAD

Tracy thanked Bob Barry for the MEMA invitation to staff the EOC.

Tom thanked Tracy for her presentation and good work on this project.

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Updates from Disciplines

- FIRE: John Pond stated that there is a Tech Rescue Team meeting tomorrow. They will be discussing their training and equipment goals. Mark Babineau stated that the new WMass training facility will be open soon and will open up many opportunities for training in WMass.
- POLICE: No update was given.
- EMS: Linda Moriarty stated that the Governor vetoed the Regional EMS line item from the budget. There is a two week window to comment on the budget. Linda asked the Council members to contact their legislators to support the EMS line item #45100790. Linda stated that she will send out an email with all of the pertinent information.
- EMD: Bob Hassett stated that Springfield requested a COML for the 4th July events. There were 80,000 people and no arrests. Amtrak police, bomb dogs, CSX Police, MEMA and others provided support for this event. Bob stated that he attended a hurricane training last night. It is expected that the number of hurricanes will be less frequent than normal in the Atlantic Basin area this year but the severity could be more intense. The peak hurricane season in the North East is late August into September and it peaks again in October.
- PUBLIC HEALTH: Ed Lesko announced that the Public Health trailer lights have been installed. It is now available as a regional asset. Ed reminded everyone to take precautions concerning mosquitoes.
- TRANSPORTATION: No update was given.
- DPW: No update was given.
- CORRECTIONS: No update was given.
- COMMUNICATIONS: Melissa Nazzaro said that the State 911 training grant solicitation has been released. Applications are being accepted. The EMD annual compliance and the annual training compliance are due by the end of July. During the storms on Saturday, Mt. Tom received several lightning strikes. Some regional channels and Sim 1 and Sim 2 went down but were restored within a few hours. Steve Kozloski stated that he would like to continue the discussion concerning a monitoring system for WMLEC. There are also some significant electrical service problems on Lenox Mountain that are being resolved. Tom Grady stated that an electrical pole went down in February and the electrical line is still active. DCR is requiring permits before allowing crews on site to fix the pole.
- HOSPITALS: Tom Grady thanked Tom Lynch and Baystate Medical for taking five gunshot trauma victims over the 4th of July holiday. These connections are so important when there is an incident.

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- LOCAL GOVERNMENT: No updated was given.
- Massachusetts State Police (MSP): No updated was given.
- MEMA: Bob Barry stated that MEMA is sponsoring a DHS course on surveillance at STCC over the next few days. The class was fully subscribed. The quarterly meetings will be held in September.
- EOPSS: David Cruz announced that EOPSS is looking forward to the FFY15 plans. Nick Kraft introduced himself from MAPC. He will be working on closing out the FFY13 grants. Tom welcomed Nick.

Planning /Pandemic Flu:

Linda Moriarty stated that most of the last meeting was spent planning for the FFY15 projects. The projects are primarily continuations of existing projects. The Children in Disasters Conference will be held on September 24th at the Hadley Farms Meeting House. It can accommodate up to 200 people. Raine stated that invitations will be sent out soon.

Interoperability/Information Sharing:

Melissa stated that the Subcommittee met after the Council meeting last month. There was an update given on the FCECS system issues. Melissa stated that SAIC was selected as the FFY15 Interops Engineering Consultant. John Paciorek was selected to fill the At-Large vacancy on the WMRIC Subcommittee.

Melissa explained that the WMRIC Subcommittee supported a request for \$67,000 for FCECS to conduct an engineering study to look at current operational issues with the system but to also to plan for future upgrades.

Motion: Melissa Nazzaro motioned to approve \$67,000 of unallocated FFY14 funds for a FCECS Engineering Study. Carolyn Shores Ness seconded. Motion passed unanimously.

Training and Exercises:

Tom stated that the Training and Exercise Subcommittee met prior to the Council meeting. The Subcommittee discussed the training and exercise goals for the next three years for the Multi Year Training Plan Update. There were two projects recommended by the T&E Subcommittee.

Motion: Tom Grady motioned to allocate up to \$8,000 from FFY14 Mass Care Services Training funds to conduct discussions with REPCs and other end users to identify shelter training gaps. Tom Lynch seconded. Motion passed unanimously.

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Motion: Carolyn Shores Ness motioned to approve \$11,000 to host two Rapid Medical Response to Disturbances in Corrections and Courts Trainings. Ed Lesko seconded. Motion passed unanimously.

Equipment/PPE:

Raine indicated that she has been working with Bob Hassett on finalizing the CAMET trailer project. The inflatable shelter has been received. The fit tester equipment received no responses after the first RFQ was released. Nick Kraft and Amy Reilly did some outreach to vendors. It is hoped that vendors will respond to the second RFQ. Raine stated that the final tech rescue equipment order has been received. The FFY13 funds were spent out completely.

CBRNE/IED:

No update was given.

Fiduciary Report

Raine said that there are a few outstanding FFY13 invoices. Most of the FFY14 projects are moving along. A few FFY14 projects will need to move forward soon. The CBRNE tower rescue training is expected to be held this fall.

Raine announced that there is a Pediatric Trauma conference hosted by Baystate Medical Center that may be beneficial for her to attend because of the upcoming Children in Disasters Conference.

Motion: Linda Moriarty motioned to approve \$120.00 registration fee and related staff time for Raine Brown to attend the Pediatric Trauma Conference. Carolyn Shores Ness seconded. Motion passed.

Old Business

No old business was discussed.

New Business:

FFY15 Investment Plan Process

Raine explained that EOPSS released the guidance for the FFY15 grant year. The guidance is similar to last year. EOPSS has requested a list of primary and secondary projects. Raine advised identifying broad categories with examples of specific projects to allow for flexibility as the projects and needs develop. The categories selected must be in alignment with state and federal priorities. The plan is due to EOPSS at the end of August. Contracts are expected to be awarded in October.

Training and Exercise Subcommittee identified the following categories to focus on with a proposed budget of \$143,333.00:

- Anti-counter terrorism
- Hazmat/CBRNE

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- Information Sharing - Public Information
- Mass Care
- Search & Rescue
- Command & Control
- Communication /Interops
- EMS - Medical Response

Planning Pan Flu Subcommittee identified the following projects:

- Children in Disasters Phase II, \$50,000
- MACC Phase IV, \$36,667
- COAD Continuation, \$15,000
- Debris Management Template, \$31,667
- Inter-Disciplinary/Jurisdictional Situational Awareness Communication Project, \$15,000

The CBRNE Subcommittee chose to focus on:

- Tech Rescue Training, \$50,000
- Tech Rescue Equipment, \$55,000
- Regional Hazmat Team Training, \$23,333

The WMRIC Subcommittee chose the following items:

- Interoperability Consultant, \$100,000
- FCECS Northwest Region Enhancement, \$100,000
- Hampden/Hampshire Hills Fire EMS Improvements, \$150,000
- Hampshire Hills 8000 Phase IV, 50,147

FRCOG Program Support, 84,000

The Secondary projects include:

- Mass Care Supplies
- Tech Rescue Equipment
- Interops/Communications Equipment
- Search and Rescue Equipment

Tom thanked everyone for their input and collaboration.

<p>Motion: Linda Moriarty motioned to approve the FFY15 plan as discussed and to allow adjustments approved through email communication. Melissa Nazzaro seconded. Motion passed.</p>
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August Meeting

Tom stated that there is no pressing Homeland Security business for August and proposed meeting in September.

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<p>Motion: Carolyn Shores Ness motioned to not hold the August 18, 2015 meeting. Melissa Nazzaro seconded. Motion passed.</p>
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Business Unforeseen by Chair

No business unforeseen was discussed.

Next Steps/Future Meetings

The next meeting of the Western Regional Homeland Security Advisory Council will be held on Tuesday, September 15th at 10:00 am at WMEMS.

Tom stated that there was a search for a missing woman in North Adams. The K-9 Unit from Springfield was called in. This is an example of the benefits of our resources and networking connections. Tom thanked all the members for their hard work and wished everyone a nice summer.

Raine stated that this is Matt Grudgen's last meeting. She thanked Matt for all his work this summer. Matt answered that it was great to meet everyone and he looks forward to possibly working with the Council again in the future.

There being no further business Linda Moriarty moved to adjourn. Mark Babineau seconded. Voted unanimously.

The meeting adjourned at 11:14 am.

Respectfully Submitted by
Gretchen Johnson
Homeland Security Program Assistant
Franklin Regional Council of Governments