

Western Region Homeland Security Advisory Council
Planning / Pan Flu Subcommittee Meeting
Tuesday, November 6, 2012, 11:00 am
Department of Public Health
23 Service Center Road, Northampton, Ma

Present: Tracy Rogers (FRCOG); Pat Smith (FRCOG); Susan Brown (FRCOG); Gretchen Johnson (FRCOG); Larry Holmberg (HREPC); Sandra Martin (BCBOHA); Lindsay Errichetto (BRPC); Mary Kersell (HPHPC); Ann Shea (MMC); Soloe Dennis (PVPC/HCHC); Josh Shanley (NEMD); Catherine Ratte (PVPC); Bob Dean (FRCOG); Todd Zukowski (PVPC); Linda Moriarty (WMEMS), David LaFond (Holyoke); Katie Gallagher (HBOH).

Sandra Martin called the meeting called to order at 11:04 am.

Meeting Minutes

The committee reviewed the minutes from the October 10, 2012 meeting.

<p>Motion: Tracy Rogers motioned to approve the October 10, 2012 meeting minutes as presented. Ann Shea seconded. Motion passed unanimously.</p>

A round of introductions followed.

FFY08 Project Update

Shelter Equipment

Review equipment suggestions from RPAs

Sandra asked the RPAs for their equipment suggestions. Mary Kersell stated that the Hampshire REPC is still conducting an inventory and should be done in a week. Soloe Dennis stated that Hampden County has varied needs. Sandra asked Hampden County to come up with a strategy that will work best for them. Sandra tabled the discussion until next month.

City of Holyoke – Sheltering Equipment Trailer

David LaFond, former Fire Chief of Holyoke stated that after retirement he remained involved in emergency planning for the City of Holyoke. A shelter trailer has been identified as a need for Holyoke. It would be a strategically placed regional asset. Sue stated that the most recent shelter trailer cost approximately \$23,000. Discussion followed. It was decided to table the discussion until the inventories of the Counties have been completed. Sue stated that she will investigate moving one of the three shelter trailers stored by the Salvation Army in Springfield to Holyoke. Sue stated that one of those three trailers is supposed to be housed in Hadley.

Discussion followed about the sheltering supplies being primary versus secondary resources and regardless of the intent they are being used as primary resources. Pat Smith stated that the Regional Sheltering Plan suggests setting up caches of resources throughout the region that can be moved and shared as need arises. Mary stated that it is important to inventory the resources and their locations before making any further investment. Discussion continued about the need

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for generators as well as sheltering trailers. Sandra suggested asking the Council for further clarification on how to proceed with sheltering purchases. It would be good to get feedback from the Council on if individual towns should be given resources or if the resources be kept regional.

Evacuation Planning

Josiah stated that the draft has been distributed to the RPAs for review. A final draft will be distributed to the subcommittee next week.

Critical Infrastructure Mapping w/WMFCA MDT GIS

Todd stated that the project has been wrapped up and the billing will be submitted soon.

FY09 Project Updates

Regional Shelter Planning

Lindsay stated that the IMA has been completed and is included in the meeting packet for review. Five different options have been vetted with legal counsel and are viable options if towns chose to use them. The IMA can be backup documentation for financial tracking if FEMA reimbursement becomes available. Discussion followed.

Discussion of training/exercising sheltering plans

Soloe asked to discuss the committees plan to exercise the regional shelter plans. Sandra stated that the FY12 training and exercise funds are allocated for sheltering related activities. There are also training and exercise funds still available in FY11 as well. It was mentioned that each county can test their plan, but it would be good to keep some cohesion between the exercises so everyone can benefit from each other's efforts. Discussion followed.

Faith Communities Phase II

Sandra stated that the Faith progress report is in the meeting packet. The project is wrapping up and will be completed in December.

Website Revision/Redesign and Content Support

Sue stated that Mesh has been working on a mobile application. There has been a following on Facebook and Twitter since the social media training. Todd stated that he has been working with Sue and Mesh to work out a few problems. Sue stated that a new page has been put on the WRHSAC site for resource documents.

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FFY10 Project Updates

FY2010 IRAA SOP & Exercises

Soloe stated that an outline of the proposed SOG exercise was included in the meeting packet. Sandra stated that the subcommittee will need time to review the documents. Feedback will be due by next month. Mary recommended conducting two workshops. She suggested one workshop in Hampden County and another for the other three counties jointly. If funding is available it would be beneficial to create a video and hire an interpreter. Discussion followed. Sue suggested holding a meeting with the consultant to finalize the SOG & CEMP documents. Soloe stated that he would coordinate the meeting.

Western Mass Ready National Preparedness Month Campaign

Catherine stated that the draft report was included in the meeting packet. A copy of an article that was published in the Berkshire Eagle was included. Feedback was extremely positive. Josiah stated that he had extra tote bags. A final report will be submitted at next month's meeting. Discussion followed.

Regional Sheltering Implementation

The Regional Sheltering Implementation was covered earlier in the meeting. Pat Smith stated that the FRCOG portion of the project may need additional funding. Sue briefly reviewed the budget sheets that were included in the meeting packet. Discussion followed.

Motion: Mary Kersell motioned to move the balance of the FFY08 funds to the FRCOG Sheltering Project. Linda Moriarty seconded. Motion passed. Tracy Rogers abstained.

Motion: Mary Kersell motioned to ask Sue to research spending the balance of the FFY09 funds on Highway Sign Boards and Outreach materials. Larry Holmberg seconded. Motion passed unanimously.

FY2011 Project Updates

Mass Receiving Planning

Sue sent the contracts out to the RPAs. Work on the project can begin.

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Regional EOC Planning

Sue stated that this project was discussed at the last meeting. Tracy Rogers had suggested abandoning the Phase II of the disaster recovery project due to minimal interest from towns and possibly allocating the funding to the Regional EOC project or the purchasing of additional sheltering supplies. Discussion followed. The Subcommittee decided to release the Regional EOC Planning RFP for \$60,000 and to wait to re-allocate the disaster recovery project funds.

Critical Infrastructure Phase III

Josh stated that he covered this earlier in the meeting.

Requests

No requests were presented.

Items Unforeseen by the Chair

Sue stated that EOPSS has requested some additional information for the FFY12 Plans. There will be a meeting with all of the Councils to discuss EOPSS concerns. The updated Plans will be due at the end of November.

Tracy stated that the Faithbased Phase II project is wrapping up in December. She asked when the Phase III funds will be available in order to maintain the momentum of the project. Sue stated that she will draft the Project Justification and bring it for review at the December meeting.

Next Meeting

The next meeting was scheduled for December 4th at DPH at 11:00 am.

There being no further business Tracy Rogers motioned to adjourn. Linda Moriarty seconded. Voted unanimously.

The meeting adjourned at 12:53 pm.

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