

Western Region Homeland Security Advisory Council
Planning / Pan Flu Subcommittee Meeting
Tuesday, February 7, 2012, 11:00 am
Department of Public Health
23 Service Center Road, Northampton, Ma

Present: Tracy Rogers (FRCOG); Susan Brown (FRCOG); Gretchen Johnson (FRCOG); Sara Lafayette (BRPC); Gary Roux (PVPC); Alyssa Larose (FRCOG); Carolyn Shores Ness (Municipal Rep.); Don Snyder (MDPH); Josiah Neiderback (PVPC); Catherine Ratte (PVPC); Josh Shanley (Northampton EM); Soloe Dennis (PVPC/HCHC); Todd Zukowski (PVPC); Raymond Bolduc (HEMD); Tom Lynch (BHS); Donna Toupin (ARC); Larry Holmberg (EMD); Linda Moriarty (WMEMS); Pat Smith (FRCOG); Bob Barry (MEMA); Lindsay Errichetto (BRPC); Ann Carroll (MMC); Michael Nelson (HC); Deb Hamel (GECB).

Linda Moriarty called the meeting called to order at 11:02 am. Linda explained that Sandra Martin and Tom Grady were both unable to attend the meeting today.

Meeting Minutes

The committee reviewed the minutes from the January 3, 2012 meeting. Tracy asked for a correction.

Motion: Ray Bolduc motioned to approve the January 3, 2012 meeting minutes. Tracy Rogers seconded. Voted unanimously as amended.

A round of introductions followed.

Review IRAA Video – next steps

Sue Brown stated that at the last meeting this project was divided into two sections and rebid. We received no responses for the train the trainer portion. There was interest but the vendor did not feel they were able to respond as the bid was written. There are 3 options, go back to original vendor concept but the Subcommittee have voting power over the videographer, add more money to the project or try a new approach. The video quality is very important. The video will be used statewide and possibly nationally. Discussion followed. It was decided to form a subgroup to further discuss the next steps. Sara Lafayette, Soloe Dennis, Linda Moriarty, Sandra Martin, Mary Kersell, Don Snyder, Sue Brown and Carolyn Shores Ness were assigned to the subgroup. Sue will set up a meeting with a call in option. She will also send out the executive summary for the project for subgroup members to review.

FFY08 Project Updates

Regional Shelter Planning

Sara Lafayette stated that the FFY08 project is wrapping up. There are still some tough questions to finalize such as, who is responsible for running the shelter and who is responsible for paying the expenses of a regional shelter, as well as identifying a countywide entity to handle the funding.

The FFY09 Berkshire Sheltering Planning project held its kick-off meeting in January. There were 35 participants at the meeting. A draft plan should be done for June. Discussion followed.

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Pat Smith stated that the Franklin County Sheltering Summit is scheduled for March 7th. She passed out flyers. Discussion followed.

Soloe Dennis stated that Hampden County has a Summit scheduled for next Friday. Discussion followed.

Shelter Equipment

Sue will be conducting the inventory check for Hampden County on Thursday. Franklin County trailers will be next. The vendor has agreed to replace the broken cots. Sue is working to find out if the vendor will take all of the functional needs cots back and give the Council a credit. She is looking for more robust functional needs cots. The Subcommittee still needs to focus on educating the hosts of the trailers on how to loan the equipment out properly and to be sure that the user knows they are financially responsible for restocking the trailer. Carolyn asked if the DART trailers were also being inventoried. Sue said the DART trailers were not included in the original motion.

<p>Motion: Carolyn Shores Ness motioned to purchase supplies to fully stock the DART trailers that will include signs regarding the restocking of supplies. Josh Shanley seconded. Voted unanimously.</p>
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Discussion followed.

Evacuation Planning

Gary Roux stated that this project is moving forward. BRPC has developed a mapping template. Discussion followed.

Franklin County Disaster Recovery Planning

Tracy Rogers stated that a rough draft of the plan is included in the meeting packet. Feedback is welcome. It is hoped that there will be four local plans as well as the Regional plan in place before the deadline. Tracy is trying to organize a VOAD for Franklin County to help with unmet needs after FEMA funding and insurance has been pursued.

Critical Infrastructure

Josh Shanley reported that this phase of the project will be wrapped up by the end of the month. Out of the four communities, three went very well. There were some complications with Springfield but it is being worked out. A summary of the project is included in the meeting packet. Discussion followed.

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Critical Infrastructure Mapping w/WMFCA MDT GIS

Todd Zukowski stated that the data layers are currently in a shape file format. There is a database for sensitive receptors such as, daycares, nursing homes, schools, etc. He is coordinating with fire chiefs.

FFY09 Project Updates

IRAA Faithbased

Sue stated that an update on this project is in the meeting packet. The two conferences held recently were well received and well attended. It was a good start to fostering relationships with faith communities and first responders.

DART Response Planning

Sue stated that the consultant is close to completing the project. Examples of deliverables are in the meeting packet. The consultant will give a presentation at the February full Council meeting. Feedback is welcome. Larry Holmberg voiced some concerns about the DART section. Suggestions submitted to the consultant have not been fully addressed. Sue asked that Larry forward the suggestions to her. There will be an exercise with the document that will also be a good time to make suggestions.

Regional Tornado AAR

Sue stated that the AAR IP conference was held on January 26th. It went well and was well attended. The Improvement Plan is being finalized. The consultant will give a presentation at the March full Council meeting.

Public Emergency Communication Strategies

Pat Smith stated that PVPC is handling the public outreach portion of the project and the FRCOG is handling the interagency portion. Both agencies are in the process of collecting information.

Website Revision/Redesign

Sue stated that the RFP has been published. It is hoped that a vendor will be hired by the end of March.

Regional Irene AAR

Tracy reported that Franklin County held their debriefing meeting. There were over 40 participants. Attendees were broken out in to subgroups. A second meeting will be held in Deerfield on February 13th. PVPC has decided to go out to bid for a consultant to handle the AAR for Hampshire and Hampden County. Lindsay Errichetto will be working on the AAR for Berkshire County. Sue requested that she be sent notices of all of the meetings related to this

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project. Linda Moriarty offered to send a copy of the Vermont AAR for the Irene Storm to Sue for distribution.

FFY2010 Project Update

FFY2010 IRAA SOP & Exercise PJ Review

Sue stated that EOPSS has approved the PJ for this project with some conditions. A copy of the approval email is in the meeting packet. The project is ready to move forward. Discussion followed.

Budget Review

Sue stated that the budget handout is in the meeting packet. Discussion followed concerning additional equipment needed for the DART trailers, additional shelter trailers for Hampden County and a need for primary sheltering supplies.

Requests/Considerations

Review CI Prioritization Phase II PJ for approval

Josh Shanley stated that this is a continuation of the first phase. Four more towns will be covered with an emphasis on Water and Energy. Many of these infrastructures do not recognize municipal boundaries like we do. Josh has been talking with UMASS about watershed resiliency. He would like to designate \$10,000 of his budget to conduct a design competition. Discussion followed. There was a consensus of approval for this request.

Hampden Ready Campaign

Soloe Dennis stated that he would like to engage the media and produce tangible materials in order to educate the public about disaster preparedness. This phase of the project will be a pilot for Hampden County then the project can be expanded to the other three counties. A series of events will be held during September which is Preparedness Month. He plans to work with pharmacies to get information out to the public about medications to bring to a shelter during a disaster. He would like to produce videos to educate the public on subjects like medicine, dietary restrictions, what to bring and not bring to a shelter, etc. There is an in-kind match from PVPC in the amount of \$24,000 for this project. Discussion followed concerning the timing of this project because sheltering plans and evacuation plans are not quite completed as well as discussion on the amount of funding requested to conduct a pilot of only one of the counties. Linda Moriarty tabled this discussion until the March meeting. It was decided to form a subgroup to further discuss this project. Donna Toupin, Sara Lafayette, Don Snyder, Pat Smith, Alyssa Larose, and Michael Nelson volunteered for this subgroup.

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Items Unforeseen by the Chair

No items were discussed.

Next Meeting

The next meeting was scheduled for March 6th at DPH at 11 am.

There being no further business Ray Bolduc motioned to adjourn. Carolyn Shores Ness seconded. Voted unanimously.

The meeting adjourned at 1:05 pm.

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