

Western Region Homeland Security Advisory Council
Planning / Pan Flu Subcommittee Meeting
Tuesday, April 3, 2012, 11:00 am
Department of Public Health
23 Service Center Road, Northampton, Ma

Present: Tracy Rogers (FRCOG); Susan Brown (FRCOG); Gretchen Johnson (FRCOG); Gary Roux (PVPC); Carolyn Shores Ness (Municipal Rep.); Don Snyder (MDPH); Josiah Neiderback (PVPC); Soloe Dennis (PVPC/HCHC); Todd Zukowski (PVPC); Tom Lynch (BHS); Donna Toupin (ARC); Larry Holmberg (EMD); Linda Moriarty (WMEMS); Pat Smith (FRCOG); Sandra Martin (BCBOHA), Ray Bolduc (), Tom Grady (BCSO), Sara Lafayette (BRPC), Mary Kersell (HPHPC), Alyssa Larose (FRCOG), John Deveine (NFD), Caitria O'Neill (Recovers.org), Kathleen Conley Norbut (MRC/IRAA), John Davine (rep for Josh Shanley).

Sandra Martin called the meeting to order at 11:00 am.

Meeting Minutes

The committee reviewed the minutes from the March 6, 2012 meeting.

<p>Motion: Tom Grady motioned to approve the March 6, 2012 meeting minutes. Ray Bolduc seconded. Motion passed unanimously.</p>
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A round of introductions followed.

Tornado and Social Media

Sandra introduced Caitria O'Neill. Caitria and her sister set up a social media response just after the Tornado. Caitria stated that most of the official capacity for Monson was moved outside of the town due to the damage. However, resources and volunteers were coming into Monson for aid. The first volunteers were sent out to canvas the residents to find out their needs. Caitria and her sister created a Facebook page to post about needs such as ice and to post that clothing was not needed. Using Google documents was also very helpful. It was important to log the volunteer hours and what they did when it was time to apply for federal disaster reimbursement funding. After this experience Caitria and her sister created a toolkit for towns. Towns can activate the tool kit and have the name of the town, such as northamptonrecovers.org.

Kathleen Norbut Conley stated that Caitria and her sister created a tool that currently does not exist. Sue Brown suggested that the link to their website could be included on the new website as a resource. Discussion followed. Sandra thanked Caitria for her presentation.

FFY08 Project Updates

Regional Shelter Planning (also FFY09 funded)

Sara Lafayette stated that the Hampshire County project is nearing completion. The templates for the regional plan are being finalized. The templates created for the Hampshire Plan will be used for the other counties.

Pat Smith stated that the regional summit for Franklin County was held last month. A broad range of people attended. The project is moving forward.

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Soloe Dennis stated that subcommittees have been formed to work on the Hampden County Plan.

Shelter Equipment

Sue stated that Propak was the lowest bidder for the shelter equipment. She is working with MAPC to argue that Propak was non-responsive concerning the poor quality functional needs cots.

The inventory for restocking of the shelter trailers and DART trailers has been completed. Quotes have been obtained and the project is moving forward. Alyssa Larose showed examples of the signage for the trailers. Discussion followed.

Evacuation Planning

Gary Roux stated that a draft of the mapping products is available. The write up is coming along. Discussion followed.

Franklin County Disaster Recovery Planning

Tracy Rogers stated that the draft Plans for Buckland and Gill have been completed and being reviewed.

Critical Infrastructure Mapping w/WMFCA MDT GIS

Todd Zukowski stated that project is on schedule and on budget.

FFY09 Project Updates

Critical Infrastructure Prioritization

John ___ stated that an update is included in the meeting packet. Discussion followed

Faith Communities

Sandra stated that Phase I is nearly completed.

Regional Tornado AAR

Sue stated that the vendor gave a presentation at the March full Council meeting. Sandra stated that the consultant did a comprehensive job.

Public Emergency Communication Strategies

Alyssa stated that the RPAs are working on collecting information from the REPCs and other stakeholders to have a good understanding of the current system and how it is working. The RPAs are also looking at national and statewide models. Tom Grady cautioned that all forms of communication are included. Alyssa stated that there have been discussions with Hamm Radio

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operators and other low tech options that work in our region during a disaster. Discussion followed.

Website Revision/Redesign & Content Support

Sue stated that the project is on hold until the necessary signatures are obtained from MAPC. Once the contract is finalized the project will move forward with Mesh. The contract support amendment was approved. Sue is working on drafting the expert subject matter scope of work.

Regional Irene AAR

Tracy stated that the final AAR conference for Franklin County will be held tomorrow. Berkshire has completed their section. Hampshire County and Hampden have asked for an extension. A full draft is expected to be ready in May. Discussion followed concerning the attendance at the conferences. Tom Grady stated that MEMA will need to take a larger role in conducting the AARs as funding for Homeland Security continues to decline.

Motion: Carolyn Shores Ness motioned to have the WRHSAC Chair talk to Kurt Schwartz regarding MEMA taking a larger role in conducting AARs. Linda Moriarty seconded. Motion passed unanimously.

FFY2010 Project Update

FFY2010 IRAA SOP & Exercises

Soloe stated that he was planning to hire a consultant to complete this project. Sue stated that she will draft a scope of work for the RFP for the subgroup to review.

Western Mass Ready National Preparedness Month Campaign

Sue stated that EOPSS has not approved the project yet.

FFY2011 Project Update

Sue stated that there is not an official start date for the FFY11 funds yet but it is expected to be in June. The deadline for these funds will be in June 2014. DHS is being firm about deadlines. All projects should plan to be completed by March.

Mass Receiving Planning

Sara stated that an outline of the project is in the meeting packet. It became apparent during the shelter planning process that it is more likely for our region to receive evacuees than to evacuate. This project will involve all three RPAs to complete an analysis on capacity, inventory, set up protocols, mutual aid agreements, etc. Sue suggested coordinating this project with the statewide evacuation subcommittee and the statewide sheltering subcommittee. Discussion followed.

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Regional EOC Planning

Sue stated that this project was identified in the recent AARs. It will need to be decided if one of the RPAs will do the project or if a consultant should be hired. Discussion followed and it was decided that the work would be done by a combination of both. Sue stated that she would draft a Project Justification.

Requests/Considerations

Faithbased Communities Phase II

Sandra stated an outline of the project was included in the meeting packet. This second phase will continue with more outreach and explore the VOAD and COAD approach. The outline was reviewed and it was decided that the project is not ready to reach out to youth during this phase which reduced the budget from \$29,975 to \$25,000.

Motion: Tom Grady motioned to approve \$25,000 for Phase II of the Faith Community Partnering for Emergency Preparedness project. Linda Moriarty seconded. Motion passed unanimously.

Regional Sheltering Implementation

A copy of the request was included in the meeting packet. Sara stated that this phase will continue the momentum of the regional sheltering plans. This phase will complete MOUs. Sue stated that \$55,000 is not available in the budget but \$50,000 is available.

Motion: Tom Grady motioned to approve \$50,000 of FFY10 funds for Phase II of the Faith Community Partnering for Emergency Preparedness project. Linda Moriarty seconded. Motion passed unanimously.

Mary Kersell asked if there are any trainings currently offered on opening and running a shelter. Sue stated that there are not but there is money in the training budget. A project justification would need to be drafted and presented to the full Council. Discussion followed.

Kathleen Conley-Norbut stated that she would like to conduct a table top exercise for the School IRAA project. Discussion followed.

Items Unforeseen by the Chair

No items were discussed.

Next Meeting

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The next meeting was scheduled for May 10th 1 pm. The normal meeting date was changed due to the timing of the FRCOG offices relocating to the new Transit Center. A location will be determined.

Tracy Rogers stated that MEMA is offering trainings on how municipalities can best utilize the services of the National Guard during a disaster.

Tom Grady reminded the subcommittee that funding is being substantially reduced and to concentrate on furthering prioritized projects.

Tom stated that the week of April 8th is National Telecommunications week. He asked that we thank our dispatchers in our communities for their hard work.

There being no further business Tom Grady 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