

Western Region Homeland Security Advisory Council
Planning / Pan Flu Subcommittee Meeting
Tuesday, April 1, 2014, 11:00 am
Northampton Police Department, 29 Center Road, Northampton, Ma

Present: Raine Brown (FRCOG); Gretchen Johnson (FRCOG); Larry Holmberg (HREPC); Tracy Rogers (FRCOG), Linda Moriarty (WMEMS), Cindy Hahn (ARC), Mary Kersell (HPHPC), Carolyn Shores Ness (DfId BOS/BOH), Sandra Martin (BCBOHA), Tom Lynch (BMC), Nikki Nixon (PVPC), Catherine Ratte (PVPC), Ed Lesko (BOH/BOS), Tom Grady (BCSO), Pat Smith (FRCOG).

Linda Moriarty called the meeting to order at 11:11 am.

Meeting Minutes

The committee reviewed the minutes from the March 4, 2014 meeting.

<p>Motion: Carolyn Shores Ness motioned to approve the March 4, 2014 meeting minutes. Larry Holmberg seconded. Motion passed with one abstention.</p>
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A round of introductions followed.

FFY2011 Project Updates

Faith Based Phase III

Tracy Rogers passed out copies of the Emergency Rest Center Guide for Faith Groups and Municipalities as well as an outreach packet designed for EMDs. Tracy gave a PowerPoint presentation. The Emergency Rest Center Guide offers a template, standard operating guidelines and a template for a Mutual Aid Agreement. Tracy thanked Mary Kersell for her hard work and diligence in writing the guide. The staff conducted 7 trainings with a total of 150 people in attendance. They attended 30 meetings with a total of 149 organizations represented. Noreen stated that the Guide offers a way for the churches to be involved during a disaster in an appropriate and manageable way. There is also a need for other services such as, landing sites for DPW to offer them a warming station, bathrooms, coffee, etc. Sandra stated she found in Berkshire County that it was a better approach to see the community as a whole in the small towns rather than approaching churches individually. The town of Sheffield did this approach. They held an MRC training last week and eight new volunteers signed up. Sandra also stated that colleges have many resources as well. Williams College is very excited about the project for their community.

The recommended next steps for this project include:

- Partnership model
- Working through fire chaplains
- Training on the Guide
- Encouraging participation on COADs

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Sandra stated that all towns need Rest Centers. This project is a very effective in linking the partnerships with regional resources. Catherine asked if there is a higher demand for rest centers in the summer or winter. Sandra stated that in Berkshire County the demand is higher in the colder months. Mary stated that Fire Chaplains seemed to be a natural partner in this project because they are involved in the Faith community and trained for emergencies. Carolyn stated that the church communities know their population personally and have current information on who has had recent surgery or a new baby and might need additional aid. Sandra stated that it may possible for libraries to be used a rest center locations for smaller towns as well. Discussion followed. Linda thanked the group for their work on this project.

Shelter Equipment

Raine stated that the purchases are moving along. Raine stated that MAPC is requiring multiple quotes for the computer purchase even though the computers are available off of the state contract. Raine stated that Hampden County has some left over funds for this project. She will get the number to Nikki. Larry stated that he ordered 500 pre-printed Tyvek wristbands. The wristbands will be tested out with the inventory tracking system at the UMass Sheltering Exercise later this month. Discussion followed.

FY2012 Project Updates

VOAD Engagement and Capacity Building

Tracy stated that 80 people attended the COAD Summit last week. The guest speaker was well received. Mary stated that the energy at the conference was fantastic. EMD engagement in this project is critical. The EMDs that were at the conference were very enthusiastic. Discussion followed on how to involve more EMDs in the project.

Tracy asked Carolyn for a single contact for the Hamm Operator group. Tracy stated that the Draft Emergency Response Plan needs to be updated to incorporate some new recommendations from the Summit. The plan will be available on the WRHSAC website when it is finalized.

Tracy stated that the National VOAD conference will be held in Indianapolis in May. She stated that she would like to attend. It will cost up to \$2,000 for travel expenses.

<p>Motion: Carolyn Shores Ness motioned to approve up to \$2,000 for Tracy Rogers to attend the National VOAD Conference. Mary Kersell seconded. Motion passed unanimously.</p>
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GPS Cache and Training

Raine stated that the caches have been purchased and delivered to FRCOG. Raine is working on packaging the caches in the pelican cases. There are about 40 participants signed up for the training in Agawam on April 2nd but only 27 for the South Deerfield training on the 16th. Raine asked for the subcommittee members to reach out to potential participants. To date, there are no MassDOT or DCR participants signed up for the trainings.

FFY2013 Project Updates

Public Outreach/Project Awareness

Raine stated that the contracts are in place. A conference call has been scheduled for Thursday morning to talk about how to move forward. The WRHSAC overview public outreach video was shown at the COAD Summit. Sandra stated that the video was spectacular. The video will be posted on the WRHSAC website. The videos that will be discipline specific are being planned. The subcommittee may also want to authorize a few project specific videos as well. Raine will be attending the MAPHCO meeting to show the overall video. Sandra stated that it would be good to include a mention of the sheltering efforts in the video. Raine stated that the subcommittee needs to finalize the decision on the profile enhancing promotional items soon. The purchase will need to be completed by July 31st.

Mass Receiving Phase II

Raine stated that the subcommittee discussed this project last month and decided to pursue the evacuation service centers during this phase of the project. The RPAs discussed how to divide the work. PVPC will complete the monthly reports and compile the final plan. The FRCOG will lead tasks 1, 4, 7 and 8. BRPC will take lead on tasks 2 and 3. PVPC will lead tasks 5, 6 and 9. The funding has been proposed as follows, BRPC \$16,000, FRCOG \$15,000 and PVPC \$19,000.

<p>Motion: Larry Holmberg motioned to approve the Mass Receiving Phase II proposal and budget as presented. Carolyn Shores Ness seconded. Sandra Martin and Tracy Rogers abstained. Motion passed.</p>

MACC Phase II

Raine stated that the kick off meeting was held at the Berkshire Sheriff's office in Pittsfield. The response from the stakeholders was not overwhelming. Tom stated that due to the events in North Adams this weekend with the tower failure and the closing of the hospital, a lot of discussion about the MACC was generated. Essentially a MACC was set up to deal with the

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issues in North Adams this weekend. Sandra stated that the Berkshire Sheriff's office was also the hub of the H1N1 vaccine efforts. Sandra stated that in order for this project to be successful it is essential to have the Mayors and other town officials to see the value in allowing some of their essential staff operate the MACC. Discussion followed. Raine stated that Fortress will distribute a summary of the kick off meeting and then the next steps will be determined.

COAD/Faithbased Final Phase – review the scope of work

Raine stated that this phase of the project will likely begin in June. Raine asked for feedback on the scope of work. Sandra stated that people are enthusiastic about the project but need guidance. The Emergency Response Guide is a good and useful tool but it would be very helpful to add checklists. The COAD needs training and exercises. They need to know how to send out an alert, etc. Raine suggested a small table top or drill. Discussion followed on involving libraries and senior centers as possible rest center locations for small towns. Sandra suggested conducting a COAD/ERC Summit in the Spring of 2015 under the next round of funding. Raine asked for the subcommittee to review the scope of work and get any additional comments to her by April 15th. Raine will finalize the PJ for EOPSS.

Budget Update

Raine stated that the budget update was primarily covered through project discussions. Raine stated that she is compiling the final FFY11 and FFY12 amounts of available funding for the Council to consider. Raine stated that it is less than \$10,000. This subcommittee will present a \$2,000 request for Tracy to attend the National COAD meeting. Other subcommittees will also be bringing forward requests.

Requests

No requests were presented.

Old Business

No old business was discussed.

New Business

Tom stated that the events in North Adams over the weekend were handled collaboratively. The events quickly elevated from an immediate emergency to reaching out to mutual aid partners to reaching out to regional and state partners. The private tower owner was active in the emergency response as well as known vendors. Many of the resources and systems used during these events were direct results of the work from the Council. These resources and systems worked and worked well. Catherine stated that statement would make a great testimonial for one of the

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public outreach videos. Linda agreed. Linda stated that the closing of the North Adams hospital was announced on Tuesday and by Friday the last patient was moved. Residents were issued vouchers from public transportation in order to get them to their appointments at alternate locations. Sign boards were utilized to announce the closing of the hospital. First responder radios needed to be reprogrammed and then the tower went down. Everyone one worked together very well. Discussion followed.

Carolyn stated that there have been no issues with the Deerfield River during the recent rain events. The reservoirs had the capacity to take on additional water. If they had not had that foresight, it is likely there would have been another Irene like event.

Items Unforeseen by the Chair

No unforeseen items were discussed.

Next Meeting

The next meeting is scheduled for May 6th at 11 am at DPH.

There being no further business Tracy Rogers motioned to adjourn. Sandra Martin seconded. Voted unanimously.

The meeting adjourned at 12:55 pm.

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