

Western Region Homeland Security Advisory Council
Planning / Pan Flu Subcommittee Meeting
Tuesday, May 6, 2014, 11:00 am
DPH, 23 Service 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), Ed Lesko (BOH/BOS), Pat Smith (FRCOG), Josiah Neiderbach (PVPC), Tony Pettaway (SHHD)

Linda Moriarty called the meeting to order at 11:04 am.

Meeting Minutes

The committee reviewed the minutes from the April 1, 2014 meeting. Tracy stated that she is going to a conference in Indianapolis not Minneapolis.

Motion: Larry Holmberg motioned to approve the April 1, 2014 meeting minutes. Ed Lesko seconded. Motion passed.

A round of introductions followed.

FFY2011 Project Updates

Shelter Equipment – Additional Equipment Hampden and Hampshire

Raine stated that the purchases for Franklin County are completed. The only outstanding items to be delivered are the computers. Northern Berkshire has requested some additional signage. Southern Berkshire has requested a projector. The Hampden County requests and current status were included as a handout in the meeting packet. Hampshire has not finalized their request yet. Raine stated that she went ahead and ordered the computer for Hampden County to avoid needing to do the procurement process again. Raine asked for a vote to approve the Hampden requests.

Motion: Larry Holmberg motioned to approve the Hampden Shelter Equipment request. Ed Lesko seconded. Motion passed unanimously.

Larry passed out copies of Hampshire County's request. Larry stated that the wrist bands were tested during the shelter exercise at UMASS. Hampshire is also requesting a microphone and receiver, PA system stand, Bariatric Quad Canes, portable high chairs, Velcro banner stands and a cart.

Motion: Carolyn Shores Ness motioned to approve the Hampshire Shelter Equipment request. Ed Lesko seconded. Motion passed unanimously.

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FY2012 Project Updates

VOAD Engagement and Capacity Building

Tracy stated that the monthly update was included in the meeting packet. Tracy stated that the Pioneer Valley COAD will be creating a Facebook page. The Facebook page will offer information such as a situational report template. This will help make the conference calls run more smoothly. Several members of the MA VOAD and the Pioneer Valley COAD will participate in a virtual tabletop exercise on running a volunteer reception center on May 21st. Carolyn suggested holding a conference call during the tabletop exercise as well. Discussion followed.

Tracy stated that she is all set to travel to the National VOAD Conference.

Shelter Equipment (see FFY11)

This project was discussed previously in the meeting.

GPS Cache and Training

Raine stated that the trainings have been completed. A memo will be sent out stating that the GPS caches are available at the Sheriff's offices once the caches have been delivered. This project is essentially complete.

FFY2013 Project Updates

Public Outreach/Project Awareness

Raine stated that a conference call was held to determine how the project should move forward. Sandra is writing the scripts. The RFQ for several promotional items is due today at noon. The promotional items will include pens and a reflective flasher. Weather resistant all in one cell phone charger and solar powered flashlight will be used as a door prize at events. Depending on cost, 20-40 of the units will be ordered. Discussion followed.

Mass Receiving Phase II

Raine stated that the contracts were sent out to the RPAs last week.

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. However, due to the events in North Adams with the tower failure and the closing of the hospital, a lot of discussion about the MACC was generated. There are three REOCs that function in Berkshire County. The purpose of this

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project is to build on to the systems that are working. The SOW will need to be adjusted to incorporate the build up of a regional MACC from the three REOCs when a large event occurs. The SOW should also be changed to assume that a JIS is needed rather than conducting a feasibility study. The consultant is comfortable with these changes. The next meeting will be held on May 15th at the Berkshire Sherriff's office.

COAD/Faithbased Final Phase – review the scope of work

Raine stated that the finalized tasks and budgets were sent to the RPAs for their review. When all of them are signed and returned, Raine will send the paperwork to MAPC for approval.

Budget Update

Raine stated that the FFY11 grant has been given a one month extension from EOPSS. EOPSS is planning to request extensions for both FFY11 and FFY12 grants. Discussion followed.

FFY2014 Plan Development

EOPSS indicated at the last Council meeting that the FFY14 funds will be increased by 15% from FFY13. The FFY14 plan will be due to EOPSS in late August. Raine suggested discussing project priorities during this meeting and next in order to have the prioritized list for the June Council meeting. This will allow time to finalize the plan for early August. Raine is planning to take some extended time off in August.

The Council would like the Subcommittees to continue to build on existing priorities and identified gaps. Discussion followed. Projects suggested included:

- Evacuation Plan Phase III
- MACC Phase III
- COAD Conference
- Debris Management
- Shelter Training

Raine asked that any further ideas be emailed to her so that she can distribute them to be discussed at the next meeting.

Requests

No requests were presented.

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Old Business

FFY13 Critical Infrastructure

Raine spoke with the Fusion Center. The new system that will replace ACAMS is not ready to go live yet. It is unclear how the data transfer of the ACAMS information will be accomplished at this time. The FFY13 Critical Infrastructure project had been allocated \$65,000. Raine suggested the Subcommittee consider an equipment purchase to propose to the Council since this project is not ready to move forward at this time.

Motion: Carolyn Shores Ness motioned to propose to the Council that the \$65,000 of FFY13 funds from the Critical Infrastructure project be used toward the purchase of 3 mobile generators. The balance of the third generator will use FFY14 funds. Ed Lesko seconded. Motion passed unanimously.

New Business

Raine stated that the train the trainer shelter training will be held on June 11th. This training will focus on training management. There will be two 2.5 hour sessions held on the same day. One session will be offered in Greenfield and the other in Northampton. The more general training will be offered via webinar sessions later in June.

The PIO training has been scheduled for June 18th at the Hadley Farm Meeting House.

Items Unforeseen by the Chair

No unforeseen items were discussed.

Next Meeting

The next meeting is scheduled for June 3rd at 11 am at DPH.

There being no further business Larry Holmberg motioned to adjourn. Carolyn Shores Ness seconded. Voted unanimously.

The meeting adjourned at 12:12 pm.

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

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