

Western Region Homeland Security Advisory Council
Planning / Pan Flu Subcommittee Meeting
Tuesday, January 5, 2016, 11:00 am
DPH, 23 Service Center Road, Northampton, Ma

Present: Raine Brown (FRCOG); Linda Moriarty (WMEMS), Sandra Martin (BCBOHA), Ed Lesko (HPHPC), Gretchen Johnson (FRCOG), Jeanne Galloway (HCHC), Ann Shea (MMC), Pat Smith (FRCOG), Ed Morales (EEC), Larry Holmberg (HREPC), Brian McCartney (PVPC), Tracy Rogers (FRCOG), Mark Maloni (FRCOG), Kelly Constantine (HPHPC), Michael Nelson (DPH), Deb Clapp (MDPH).

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

Meeting Minutes

The committee reviewed the minutes from the December 1, 2015 meeting.

<p>Motion: Ed Morales motioned to approve the December 1, 2015 meeting minutes as corrected. Larry Holmberg seconded. The motion passed.</p>

A round of introductions followed.

FFY2014 Project Updates

MACC Phase III

Tracy Rogers stated that Franklin County had another productive MACC meeting. The Con Ops was reviewed; some feedback needs to be incorporated. Tracy asked about adding to the Con Ops. Raine suggested that adding details would be fine but not to change what is already written. The Subcommittee was in agreement.

Sandra Martin stated that December was a quiet month for the Berkshire group. The Southern Berkshire REPC has asked for more information. A lot of discussion has been done on the triggers of starting up the MACC.

COAD Continuation

Tracy stated that the no meeting was held in January for the Franklin County group.

Sandra reported that the Berkshire County group is looking to recruit more people. Two of the three officers have left.

Sheltering and Shelter Management Development

Pat Smith stated that the monthly report was included in the meeting packet. In Franklin County contact was made with the remaining four potential Host Communities. Research has begun on identifying a new northwest sector site since Colrain has decided not to be a host. A meeting was held with the Mohawk Regional School District School Committee. They were generally

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supportive of allowing the high school to be a regional shelter location. A subcommittee has been formed to work with the FRCOG to develop site plans and an MOU. A site survey is being done for the Fisher Hill Elementary School in Orange. The FRCOG staff met with the Greenfield EMD to discuss the Greenfield Middle School continuing to be a regional shelter site and how to best approach the discussion with the new superintendent.

Pat stated that the FRCOG met with the Orange MRC/CERT team. They have a team of nine members that are trained and have experience setting up and staffing a shelter.

Sandra stated that a survey monkey survey is being distributed to the area REPCs to poll about training needs related to sheltering. Sandra reported that existing training is being reviewed as well to avoid duplication.

Brian McCartney stated he has been meeting with EMDs, Select Board members and the Hilltown REPCs. It has been determined that Gateway High School is not a viable location for a regional shelter. Westfield State University is currently a shelter for Southwick and may be willing to be a regional shelter site. Brian asked about moving the funding for creating three regional shelters to one or two. Discussion followed.

Larry Holmberg stated that a meeting was held with the Hampshire County REPC Planning Subcommittee to review the existing regional shelter site plans.

Companion Animal Expandable Cache

Raine Brown reported that all items originally requested have been purchased. However there is some funding left over that is being reviewed to order some additional items.

Website Resource Guide Map

Raine stated that an update from the consultant is expected later this month.

FFY2015 Project Updates

Children in Disasters

Linda tabled this discussion until Deb Clapp arrived.

Debris Management Template

Raine stated that the PJ is at EOPSS. Some rewording was requested. The RPA contracts are drafted and ready to go as soon as the PJ is approved. The project will likely not start until March. Larry mentioned that MEMA is hosting a 2-day debris management training later this month.

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Inter-Disciplinary/Jurisdictional Situational Awareness

Raine stated that a conference call will be held this month with the working group to discuss this project.

COAD Continuation

Raine stated that the SOW has been drafted and was included in the meeting packet. The work on this project will be done by BRPC staff. Linda gave the Subcommittee time to review the SOW. Sandra added that the COADS may decide to focus on one aspect of the long term recovery plan more than others.

<p>Motion: Larry Holmberg motioned to approve the Scope of Work for the COAD Continuation as presented. Ed Morales seconded. The motion passed. Sandra Martin abstained.</p>

Budget Review

Raine stated that there is a total of \$9,918.88 of FFY14 funds returned from various projects. The funds must be expended by the end of July 2016. Raine stated that funds can be used on FFY15 projects that will begin in the spring or on equipment. Linda suggested looking into active shooter kits for EMS staff. Linda stated that she will do some more research. Raine recommended asking the vendor of the kits to donate one for the upcoming Active Shooter Exercise.

Sandra suggested purchasing more blank Velcro signs for the shelter trailers that Hampshire County purchased previously. Raine stated that there are currently 28 of those signs regionally available and added that the signs were difficult to procure.

Sandra suggested that the Children in Disasters project may identify equipment needs. Linda tabled the discussion until next month.

Requests

No requests were presented.

Old Business

No old business was discussed.

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New Business

NERAC AmbuBuses

Raine announced that NERAC has three AmbuBuses available. An AmbuBus is a mass ambulance for walking wounded. Linda added that it holds 6-8 stretchers. MAPC has agreed to house and maintain one of them but two others still need to be placed. Springfield has an AmbuBus already. Ann stated that the Springfield AmbuBus can hold up to 18 seated wounded or 12 on a litter with an additional 5 staff members. It is very useful during a hospital or nursing home evacuation. Discussion followed.

Children in Disasters

Raine stated that the working group had a conference call last month to discuss the executive summary and how the identified gaps, recommended actions, etc. fit together. The summary assessment was included in the meeting packet. This will be a multi-phase and multi-year project. It was decided that the discussion on how to proceed with this project should be done in person at this meeting.

Raine reviewed the gaps identified in the summary. Discussion ensued. The Subcommittee decided that the immediate next steps for the project should focus on:

- Reunification
- Emergency Preparedness Planning
- Psychological First Aid
- Training with a focus on children's needs for first responders

Linda suggested taking an assessment of pediatric equipment available in the region. Tracy stated that the HMCC will likely be able to help with the equipment costs once it is fully formed. Raine stated that she will write up a SOW and potential trainings available on these topics to review at the next meeting.

Items Unforeseen by the Chair

No unforeseen business was brought forward.

Next Meeting

The next meeting is scheduled for February 2, 2016 at 11 am at DPH.

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There being no further business Larry Holmberg motioned to adjourn. Ed Lesko seconded.
Voted unanimously.

The meeting adjourned at 12:59 pm.

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