

Present: Raine Brown (FRCOG), Jeanne Galloway (HCHC), Allison Egan (BRPC), Todd Zukowski (PVPC), Tracy Rogers (HMCC/FRCOG), Loren Davine (HPHPC), Larry Holmberg (HREPC), Mark Maloni (FRCOG), Michael Nelson (MDHP), Tammy Spencer (HCHC), Monica Wynne (Baystate Health), Ann Dunne (FRCOG)

This meeting is audio recorded

Jeanne Galloway called the meeting to order at 9:31 am.

The committee reviewed the minutes from the March 05, 2019 meeting.

Motion: Tracy Rogers motioned to approve the March 05, 2019 meeting minutes as presented. Larry Holmberg seconded. Motion passed unanimously.

A round of introductions followed.

Public Health Update: No updates.

FFY17 Projects -

Functional/Access Needs Daily Response Planning Phase II - \$92,000.00

Mark Maloni reviewed the interview data to determine if there were any additions that might require the Texas A&M TIPS tool content to be modified, and found this was not required. The first responder interviews highlighted an information gap: “tips on an information and referral tool” (*I&R*). There are many *I&R* resources available, and it was agreed to provide links to the various agencies on the WRHSAC website, and suggested to also provide this information on a pocket size card for first responders. Raine has requested an extension of the FFY17 projects deadline to Dec 31, 2019. Raine will facilitate a conference call with the RPA’s to discuss the workshop series to be held in September 2019.

FFY18 Projects -

Children in Disasters Phase IV – Pediatric Surge Plan- \$50,000.00

The project is extended through October 2019. Work is temporarily on hold until the end of June.

Cybersecurity Planning-\$40,000.00

The FRCOG is exploring some ideas to provide IT support and cybersecurity regionally to municipalities. Raine will follow up with the FRCOG and see if they have a proposal for next month’s meeting.

Other Project - \$50,000.00

Allison Egan shared a handout on the following project idea: “*Non-pharmaceutical interventions (NPIs) – Isolation and Quarantine, Pre-Vaccine Development and Distribution, Planning/potential for future exercise.*”

During a severe pandemic, NPIs are used to limit the spread of disease, and can reduce the overall incidence during pandemics. This project could research best practices across the U.S in NPI planning, and develop a NPI implementation guide/template for local municipalities, law enforcement and schools. The planning work would be followed by isolation and quarantine training.

The funding for this project is runs through the end July 2020.

Motion: Larry Holmberg motioned to pursue the non-pharmaceutical interventions (NPI) project as presented, with \$50,000.00 as the budget. Tracy Rogers seconded. Motion passed unanimously.

Raine will schedule a follow up conference call with HMCC, Hospitals and RPA’s to develop the scope of work. The proposal first needs to be presented to WRHSAC.

Mental Health Recovery Resource Guide & Campaign - \$50,000.00

Raine noted that a group agreed to participate in a call about this project last month. She noted she didn’t yet call the group together and will do that in the coming weeks to review possible steps for the project.

Public Information Message Maps - \$40,000.00

Raine developed a scope of work for the committees review. The task list is broken down as follows:

1. Develop the message maps- June to Sept 2019 / \$10,000.00 and 80 hours approx. The maps will be formatted into an easy to use downloadable format to be housed on the WRHSAC website.
2. Develop message map template – August to October 2019
The vendor will develop a message map template to be housed on the WRHSAC website, formatted and easy to use.
3. Message Map Information Session- November to March 2020
Develop an information session/training about building and using message maps, in collaboration with the HS Program Manager and the Pan Flu Planning Subcommittee.
4. Monthly Project Reports
The Vendor will provide monthly updates to the Pan Flu Planning Subcommittee.

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It was agreed that \$12, 00.00 was sufficient to develop task one, two and four of this project.

Motion: Tracy Rogers motioned to approve up to \$12,000.00 to develop task one, two and four. Monica Wynne seconded. Motion passed unanimously.

After further discussion it was agreed to amend the motion as follows to include task three:

Motion: Tracy Rogers motioned to amend the first motion, to approve up to \$16,000.00 to develop task one through task four. Monica Wynne seconded. Motion passed unanimously.

The following motion was made to use the remaining funds to develop a risk communication and message map training.

Motion: Mark Maloni motioned to approve \$24,000.00 to develop a risk communication and message map training. Monica Wynne seconded. Motion passed unanimously.

Raine will prepare the project justification.

Debris Management & SUV Online Training Reformatting - \$20,000

No updates

Budget Review

The projects are on track. Raine has requested an extension of FFY17 to allow time for the workshops/trainings associated with the Functional/Access Needs Daily Response Planning.

Requests

None

Old Business

Raine will discuss with Allison about adding the Family Reunification Training to the WRHSAC website.

New Business

FFY2019 Investment Plan Project Identification.

Raine provided the project details from the last three years, and asked the committee to identify and to prioritize project suggestions for the FFY2019 investment plan.

EOPSS has identified the following areas as top priorities:

- Preventing, Responding to and Recovering from an Active Shooter Incident/Complex Coordinated Terrorist Attack
- Enhancing Cyber Security
- Enhanced Communications

After a lengthy discussion the committee set the following projects priorities for the upcoming FFY19 Investment plan.

Regional Prevention, Response & Recovering from Active Shooter Incident/Complex Coordinated Terrorist Attack

- **Prevention** – Focused specifically on preventing targeted violence in schools, an effort will be made to support whole community efforts in schools and youth services for approaches to address identified, potential risk factors associated with targeted violence.
- **Response** – Two tracks of activity have been identified:
 - First – Whole Community Tourniquet Training – support efforts in the region to train the public in tourniquet use to “be the help until help arrives”
 - Second – While most long-term care & community health providers have some level of all-hazard plan in place, many facilities feel the plans are neither specific nor robust enough to respond to active threat incidents. Existing plans would be peer/subject matter expert reviewed, enhanced and exercised to foster greater confidence in response capabilities.
- **Recovery** – Recovery from an active threat incident/coordinated complex attack has generally *not* been included continuity of operation (COOP) plans of most business/entities. If such an incident occurs in or near a business, normal operations may be affected for an extended period of time due to ongoing investigations, building damage, and mental/emotional health impact to employees, patrons and the community, etc. A template/list of consideration particular to COOP following such an incident will be developed.

Recommended budget: \$200,000.00

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Cybersecurity Planning

Continue to support cybersecurity efforts in the region.

Recommended budget: \$50,000.00

Non-pharmaceutical Interventions (NPIs) Project – Biological Concerns

Non-pharmaceutical Interventions (NPIs) are actions, apart from getting vaccinated and taking medicine, that people and communities can take to help slow the spread of illnesses like pandemic influenza. NPIs are also known as community mitigation strategies. This project will take a specific focus on biological concerns.

Recommended budget: \$75,000.00

Raine will present the investment plan at the WRHSAC meeting on April 16, 2019

Items unforeseen by the chair

None

Next Meeting – Tuesday, May 7, 2019, 9:30 am at DPH, 23 Service Center Road, Northampton.

<p>There being no further business, Larry Holmberg motioned to adjourn the meeting. Tracy Rogers seconded. Voted was unanimous.</p>

The meeting adjourned at 11:02 AM

Respectfully Submitted by:

Ann Dunne, Franklin Regional Council of Governments