

FRANKLIN COUNTY
REGIONAL EMERGENCY PLANNING COMMITTEE
 WORKING TOGETHER FOR PUBLIC SAFETY



Meeting Minutes: Franklin Regional Emergency Planning Committee			
Date	October 6, 2015	Location	Franklin County Sheriff's Office 160 Elm St Greenfield, MA
Time	3:30 – 5:30 p.m.	Duration	2.0 Hours
		Facilitator	Bob Escott, Chair
		Meeting Cancellation Notice	413-774-3167 x153

Agenda Items	Motions/Action Taken
1. Welcoming remarks/ agenda/introductions	Bob Escott opened the meeting at 3:30. Attendees were: Bob Escott, Cheryl Dukes, Tracy Rogers, Ted Harvey, Mark Maloni, Dennis Annear, Mary Kersell, Carolyn Ness, Terry Dun, Wendy Snow, Michael Perreault, Pat Smith, Butch Garrity, John Taylor, Raine Brown, and Chris Myers.
2. Review/approval of July 7, 2015 meeting minutes	Motion: Chris Myers made the motion to approve the minutes. Motion seconded by Charles Washer. Motion approved unanimously.
3. MACC Kick-Off	<p>Tracy Rogers began discussion of the Multi-Agency Coordination Center (MACC). The pilot program was completed in Berkshire County. The overall purpose of the MACC will be coordination and support. We are currently in Phase 3 of bringing the MACC to Massachusetts, which will include using the concept of operations from Berkshire County for Franklin County.</p> <p>Rogers outlined the benefits of the MACC including greater coordination in an emergency, increased communication and the ability to provide enhanced situational awareness. Rogers introduction also included details on how the MACC would be opened and answers to frequently asked questions. The report is available on the FRCOG website.</p> <p>Rogers noted the Massachusetts Emergency Management Agency (MEMA) has been part of process throughout all the planning and implementation phases.</p> <p>Rogers then provided the REPC a list of next steps: development of a working group, establish a facility memorandum of understanding, begin outreach to local responders and officials to agree to use the MACC.</p> <p>Whatever becomes the facility, it will need a good information technology structure, good phone lines, physical space, cots and/or shower, and meet security issues.</p> <p>The Committee then discussed the history of forming the MACC. The idea is to focus on MACC over a regional Emergency Operation Center (EOC). Rogers and Raine Brown assured the Committee that MEMA and Homeland Security are on the same page in developing this. Escott</p>

	<p>wanted to make sure it is supported. Brown noted that the MACC has operated 3 times in Berkshire.</p> <p>Rogers is looking for small subcommittee to work on MACC – including outreach. Escott agreed that a working group is the best way to do this. Rogers said there was a short time frame with a decent amount of work up front. Carolyn Ness said the Selectmen Associations meeting is in November and invited Tracy Rogers to attend to speak about the MACC. Cheryl Dukes asked whether funds were available for improving possible facilities. Brown said there are no funds available. Dukes asked about funds and sustainability. The REPC is sustaining the MACC in Berkshire. There is no MEMA money to support this project.</p> <p>Rogers said the project needs to be completed by July. The intense work needs to be finished by February.</p> <p>Escott asked about how to get people involved. It was suggested Rogers email out to emergency management directors. Volunteers for the sub-committee included: Dennis Annear, Mary Kersell, Carolyn Ness, Terry Dun, Wendy Snow, Cheryl Dukes, and Chris Myers. It was also suggested that other areas of expertise be represented on the sub-committee, including transportation, law enforcement, and representatives from the community.</p>
<p>4. Roundtable Updates</p> <ul style="list-style-type: none"> a. Planning/Training Subcommittee b. MEMA c. NWMIMT 	<ul style="list-style-type: none"> a. Escott provided an update from the Planning/Training Subcommittee. The Mass-Casualty Incident (MCI) drill will now happen in April. Planning for the drill is currently happening. There is some issue with getting contacts at the railroad to help with the drill. Carolyn will bring it up at Deerfield's meeting with the railroad. b. There was no representative from MEMA at the meeting. Escott noted that the Emergency Management Performance Grant (EMPG) was due in by October 16th. Escott asked whether there was a way to get EMPG money regionally? REPC should work with Bob Barry to fill out forms and maybe submit a regional application. Some town does have to be the lead on application. Escott noted that emergency managers should get together and have a purchasing plan and grant plan. c. Dennis Annear discussed the Northwest Mass Incident Management Team (NWMIMT) participation in the road race in Buckland. It provided great outreach for police departments. Annear also discussed the table top exercise members participated in with Trans Canada on dam drills. There is a planned drill in January at UMass Amherst on either logistics supply area or point of distribution. Members are also going down to Long Island for training.
<p>5. Old business:</p> <ul style="list-style-type: none"> a. Bus driver project update b. REPC Recert Update c. MACC Project d. Regional Sheltering e. Pipeline Concerns f. HMCC updates g. Tier II Fees Follow Up 	<ul style="list-style-type: none"> a. Escott gave a brief background on the project. Michael Perrault said 15 towns signed memorandums of agreement (MOAs) with the Franklin Regional Transportation Authority (FRTA). He is now gathering the main points of contact to work on finalizing operating guidelines. He noted that any town can still sign on. The concern over liability raised by the Town of Conway was raised. Ted Harvey said he would send the letter to Dave Chichester. Perrault will bring the group who signed the MOA together to work on standard operating guidelines (SOGs) and training. b. Ted Harvey reported that the REPC recertification had been filed by

	<p>Mark Maloni and Harvey would be attending the MEMA meeting in October to get official approval.</p> <p>c. See above for report on MACC project</p> <p>d. Pat Smith discussed the regional sheltering update project she is working on. She discussed the history of regional sheltering and the layout of the map, which includes five sectors generally divided by rivers. Smith's goal is to take the sheltering plan and update it including the job action sheets and determining the interest of the towns in having these primary facilities for regional sheltering. She noted that towns have concerns about how the process is going to play out, especially regarding costs. The addendum to the regional sheltering agreement addresses the concern. The addendum lays out how reimbursement works.</p> <p>Terry Dun asked about school districts and how they are involved, since many of the planned shelters are at schools. Smith said the regional school districts will also need to sign off. Escott asked about FEMA reimbursements. Smith said that each agency has to submit reimbursements on own, rather than host community.</p> <p>Smith said the project has to be done by May. 13 communities have signed off here. Dukes noted that staffing and security issues not included in agreement.</p> <p>Smith said each county needs to put together a list of at least 4 people that can be available to begin management teams. Dukes said there are a lot of people who don't agree with hosting a regional shelter. Taylor suggests getting all towns in each section together to discuss. There is a benefit to the host communities in signing because the plans are available to them. Annear brought up the aging population that will need sheltering. Myers noted it was important to focus on staffing and training for these shelters. Smith said that CERT DART and MRC are helping. If Franklin County gets this going then they can start working trainings. Planning subcommittee is working on this with Smith.</p> <p>e. Tracy should send out survey again. The discussion came up again about REPCs role in the pipeline and all agreed that the REPC should remain neutral but have a role in planning for any needed response if the pipeline goes in. Harvey said he would follow up with Rogers and have her resend her poll. Carolyn Ness wants REPC involved. John Taylor suggested that if the pipeline goes in, the REPC should have a plan for getting funding to plan for emergencies, similar to what exists with the nuclear plants.</p> <p>f. Harvey gave a brief update on the Health and Medical Coordinating Coalition (HMCC) and that they have had one meeting and are about to have their October meeting. They remain in the planning phase.</p> <p>g. Harvey reported there were no new Tier II report payments. Escott wanted the committee to see which companies had not paid and reach out to any in their town.</p>
<p>6. New business: a.</p>	<p>a. None</p>
<p>7. Business not reasonably anticipated 48 hours prior to the meeting</p>	

a.	a. None
8. Wrap up and adjourn	Motion: Butch Garrity made a motion to end the meeting. John Taylor seconded the motion. Motion was approved unanimously. Meeting was adjourned at 5:15pm.