

**FRANKLIN COUNTY**  
**REGIONAL EMERGENCY PLANNING COMMITTEE**  
 WORKING TOGETHER FOR PUBLIC SAFETY



**Meeting Minutes: Franklin County Regional Emergency Planning Committee**

<b>Date</b> April 7, 2015	<b>Location</b> Franklin County Jail 160 Elm St Greenfield, MA	<b>Facilitator</b> John Taylor, Chair
<b>Time</b> 3:30 – 5:30 p.m.	<b>Duration</b> 2.0 Hours	

**ATTENDEES:**

Bruce Augusti, MEMA  
 Gene Beaubien, Gill Fire Chief/EMD  
 Dave Chichester, Conway Asst. EMD  
 Harriet Dyet, Colrain EMS  
 Bob Escott, Montague EMD, Turners Falls Fire Chief  
 Mark Foster, Shutesbury Asst. EMD  
 John Franc, Greenfield resident  
 Herb Guyette, Buckland Fire Chief/EMD  
 Julie Hubbard, Erving Paper Mill

Tim Lively, Heath EMD/ERC  
 Dulcie McLaughlin, Baystate Franklin Medical Center  
 Chris Myers, Shelburne EMD  
 Carolyn Ness, Deerfield Selectman  
 Zach Smith, South County EMS Director  
 John Taylor, Shelburne Fire Chief  
 Walter Tibbetts, Shutesbury Fire Chief/EMD  
 Chuck Washer, Franklin Regional Planning Board

**FRCOG STAFF:**

Tracy Rogers  
 Pat Smith

**GUESTS:**

Edgar Alejandro and Karen Orzell, Eversource

<b>Agenda Items</b>	<b>Discussion and Motions</b>
1. Welcoming remarks/ agenda/introductions	Meeting was called to order at 3:32 p.m.
2. Review/approval of January 6, 2015 meeting minutes	<b>MOTION: Bob Escott made a motion to accept the minutes from the January 6, 2015 meeting as written. Dave Chichester seconded the motion and it was carried by a unanimous vote.</b>
3. Thanksgiving storm response	<p>Edgar Alejandro from Eversource (formerly Western MA Electric Co.) discussed Eversource emergency response procedures.</p> <p>Alejandro was asked if towns could receive a circuit diagram, so they could explain to residents why certain parts of town are without power and others are fine. Edgar responded that they are provided to EMDs and fire chiefs.</p> <p>It was suggested that towns have one point of contact and speak with one voice on priorities during an event. If the fire chief is asking Eversource to prioritize this part of town and the selectboard is asking them to prioritize another, it is confusing for Eversource.</p> <p>It would be helpful if Eversource would tell towns what roads need to be opened for them to get to the right poles and lines so the town can prioritize its cleanup efforts.</p>

	<p>Once the regional shelters are identified, the host EMD should let Eversource know where they are, specifically identifying them as "regional" so they will be a higher priority.</p> <p>Eversource will send their safety video to Rogers to be pushed out to REPC members.</p>
<p>4. Roundtable updates</p> <ul style="list-style-type: none"> <li>a. Planning/Training Subcommittee</li> <li>b. MEMA</li> <li>c. NWMIMT</li> </ul>	<p><u>Planning/Training Subcommittee:</u> There is an MCI exercise in the planning stages with Matt Wolkenbreit of Community 911 Training. Homeland Security is sponsoring an anti-terrorism tabletop on 4/28 at the French King Restaurant in Erving, which will count as the REPC's required annual hazmat exercise.</p> <p><u>MEMA:</u> On 6/24, the Eversource trailer will be at the quarterly EMD meetings. During the 4/27 quarterly meeting, an Eversource representative who is a licensed expert on cybersecurity will speak. Unused FFY13-14 EMPG funds will be issued via a competitive grant.</p> <p><u>NWMIMT:</u> The Northwest MA Incident Management Team was deployed to the state staging area in Bedford, MA to assist with snow removal operations. 20 members covered 12 days of 24-hour operations.</p>
<p>5. Old business</p> <ul style="list-style-type: none"> <li>a. Bus driver project</li> <li>b. MACC project</li> </ul>	<p><u>Bus Driver Project:</u> Rogers read an email from Michael Perreault at the FRTA. Perreault is looking for feedback on the standard operating guidelines he drafted. He has sent a draft memorandum of agreement to FRTA's legal counsel for review.</p> <p><u>MACC Project:</u> The Berkshire pilot project to create a multi-agency coordination center is coming to a close. The next phase will begin in July, creating a MACC in Franklin County.</p>
<p>6. New business</p> <ul style="list-style-type: none"> <li>a. SERC recertification</li> <li>b. WRHSAC outreach</li> <li>c. Officer elections</li> <li>d. Health and medical coordinating coalitions</li> <li>e. Dept. of Fire Services new CISM page</li> </ul>	<p><u>SERC recertification:</u> Rogers explained that her staff is working with MEMA to file for recertification as an REPC. The Franklin County Regional Hazardous Materials Emergency Plan has been updated, with the exception of mapping isolation and evacuation zones, which the FRCOG GIS specialist is still working on.</p> <p><b>MOTION: Carolyn Ness moved to adopt the Plan as updated. Bob Escott seconded the motion and it was carried by a unanimous vote.</b></p> <p>Rogers will send out the full plan when the maps are complete and members will be asked to submit feedback before the July REPC meeting.</p> <p><u>WRHSAC outreach:</u> Rogers shared an outreach video created by the Homeland Security Council on how to borrow regional assets procured by the Council. Go to <a href="http://www.wrhsac.org">www.wrhsac.org</a> for more information.</p> <p><u>Officer elections:</u> It is the year to elect a vice chair, but the Committee never elected a chair last year, so Taylor continued on in that role.</p> <p><b>MOTION: Ness moved to nominate Bob Escott as chair. Motion was seconded by Myers. Dyer moved nominations be closed. Ness seconded the motion and it was carried by a unanimous vote. Ness moved to elect Escott as chair. Lively seconded the motion and it was carried by a unanimous vote.</b></p> <p>Rogers will put out a feeler for the vice chair position and an election will</p>

	<p>take place at the July meeting.</p> <p><u>Health and Medical Coordinating Coalitions:</u> Rogers reported that the Council of Governments is applying to be the single sponsoring agency for the Region 1 Health and Medical Coordinating Coalition, which will bring together public health, hospitals, long-term care, emergency medical services, and community health centers in all four western Mass. counties to plan, train, and coordinate responses together. Rogers requested a letter of support from the REPC for FRCOG's application.</p> <p><b>MOTION: Ness moved that the REPC support FRCOG's application. Chichester seconded the motion. Ness reported that the Homeland Security Council and the Mohawk Area Public Health Coalition have already written letters of support. Motion passed with a unanimous vote.</b></p> <p><u>CISM page:</u> Taylor reported that the MA Dept. of Fire Services has a new Critical Incident Stress Management (CISM) page on their website. Rogers will invite a representative from the western MA CISM team to a future meeting.</p>
<p>7. Business not reasonably anticipated 48 hours prior to the meeting</p>	<p><u>Radio system update:</u> Tibbetts, as chair of the Franklin County Emergency Communications System (FCECS) Oversight Committee, reported on the issues that are still being address on the County's radio system. The Oversight Committee has discovered that the original system was not built according to design. A new recorder was installed at Great Hill to identify whether problems were occurring between Shelburne Control and the FCECS or after the signal is broadcast on the FCECS. Part of the problem is that there are too many signals in some areas, which overlap, and, if not timed correctly, make it like several people are all talking slightly offset from each other. The Committee will be asking the Homeland Security Council for funds to replace high-gain antennas with low-gain antennas. The Committee is also cutting linkages between the towers so that they can shut one down for maintenance at a time and tell where problems are.</p>
<p>8. Adjourn</p>	<p><b>MOTION: Taylor made a motion to adjourn the meeting at 5:32 p.m. Lively seconded the motion and it was carried by a unanimous vote.</b></p> <p>Next meeting: 7/7/15 3:30 p.m. at the Franklin County Jail.</p>
<p>9. List of documents considered during the meeting</p>	<ul style="list-style-type: none"> <li>• January 6, 2015 minutes</li> <li>• Upcoming Franklin County workshops and exercises</li> <li>• Eversource presentation</li> </ul>