

CAPE ANN EMERGENCY PLANNING TEAM – GENERAL MEETING

January 10, 2013

9:00 a.m.

Addison Gilbert Hospital

The meeting was called to order by Chairman Doucette at 9:10 a.m. with twenty five (25) members in attendance.

In Attendance: Julia Tiernan, Coast Guard; Ruth George, AGH – Emergency Dep't; Mike Main, MEMA; Daniel Doucette, Essex Fire/ EMD; William Cauty, CAARA; Noreen Burke, Gloucester Public Health Dept.; Charles Vose, NE Mass ARC; Tom Kehoe, Manchester BOS; Carol McMahon, Gloucester EM/CERT; Ron Beckley, Red Cross; Sander Schultz, Gloucester Fire Dept./EMS; Eric Smith, Gloucester Fire Dept.; Elaine Wozny, Essex Board of Health; Brendhan Zubricki, Essex Town Administrator; Lucy Sheehan, Gloucester Council on Aging; Stanley Stone, CAARA; Linda Sanders, Rockport Town Administrator; John McCarthy, Gloucester Police Dept.; Ann-Marie Jordan, Gloucester Schools; Richard Safier, Gloucester Schools; Bud Holden, Northeast Health; Claudia Schweitzer, Gloucester Board of Health; Chassea Robinson, Gloucester Health Dept.; Mark Schmink, Rockport Police Dept.; and Kim Paskalis, Essex Board of Health.

Minutes: Motion to accept October and December meeting minutes. Motion seconded. Motion passed.

Work Groups

- COOP – Brendhan Zubricki – Kopleman and Page, who represent the three towns, and Gloucester's City Solicitor have all agreed to review any COOP documents. The issue now is with posting the documents on MEMA's shared web space CEMP. The website allows for each community to individually post documents, but no other entities. If a community were to host the COOPs, it would give the other communities access to all documents. Is it possible to establish a CAEPT group in order to share the COOP documents? Mike Main – Is not sure if it is possible, but will look into it. Mike will also look into whether or not it is possible to encrypt documents. Section of CAEPT website could host these documents, but it would not be as secure as MEMA's. Dan Doucette – Reminded the group of the importance of the work groups. Will be sending out an email asking people to identify what subcommittees, if any, they are currently on. A follow up email will then be sent to ask if anyone is interested in joining any subcommittees.
- Communications – Stanley Stone -Tech in a Day event coming up on April 27. If anyone is interested in getting their amateur radio license contact Stan – techinaday@caara.net. Group is working on emergency digital communication infrastructure in case the internet was to become unavailable.
- Mental Health – Claudia Schweitzer – Group is currently in a holding pattern and is open to getting direction or suggestions for projects. Discussion about having a representative from the Mental Health Team attend School Safety subcommittee meetings occurred. Ann-Marie Jordan suggested maybe having the Mental Health Team and School Safety Committee work on a specific task together, such as preparing the school support staff to provide

psychological first aid. Kim Paskalis – The Sheltering Group could use representatives from the Mental Health Team.

- Sheltering – There is more to sheltering than having a community designate a building as a shelter. There is a tremendous, fluid infrastructure behind sheltering. Communities need to be able to respond to emergencies whether or not there is warning. This includes having access to volunteers that are already vetted and ready to help. The sheltering group is working to address these issues.
- Care Delivery – Elaine Wozny – Working on scheduling a public forum on Mosquito control for the four communities. Hoping to get both the public and community officials present in order to facilitate making an informed decision about whether or not to join the Northeast Mosquito Control Program. There is a tentative date of March 7th. The forum will have a panel of experts including Dr. Catherine Brown, a State Veterinarian and Dr. Al DeMaria, a State Epidemiologist. A venue has not yet been decided, but it will hopefully be relatively central.

Kim Paskalis – In case anyone has not received their flu shot, there is some available in Gloucester and Essex. It is a good idea this year with the recent outbreaks. The flu that is being seen right now is a good match for the vaccine, despite rumors to the contrary. Discussion regarding the current flu epidemic occurred.

- School Safety – Planning to meet the first Wednesday of every month, next meeting will be on February 6th, 2PM, at Pathways. Are working on a mission statement. Looking at NIMS, ICS, and school surveillance issues. Kim Paskalis – Group is getting back to regular schedule and working on identifying a new chair, Sander Schultz has been nominated. The group needs buy in from the Superintendent and the school district. Sander Schultz – The School Safety Committee should be chaired by a representative from a School District. Would advocate strongly to the Superintendents of the three school districts that this subcommittee is a very valuable tool that could use administrative support. Richard Safier – Gloucester is very supportive of the work being done by this Subcommittee. Gloucester Schools are working to standardize emergency response plans; a draft is just about completed. Facilitating the coordination of various departments/agencies is a fundamental function of this subcommittee.

Old Business- There was discussion about redefining what the group does and how to reenergize. If people have ideas, please let Dan know. Noreen Burke – There is a need for more administrative infrastructure. Asked people to consider if they can contribute even a little bit more to the group and to send her an email with any ideas.

Ruth George – We still need to work on a document for planning events in our communities. A standardized, basic form is currently in the works. Although not every community may adopt the same form, it will help establish a standard operating procedure. 1 Sander Schultz – There has been some movement on this in Gloucester's City Clerk's office. There have been a lot of requests for sign offs on

events coming up this Spring and Summer. Councilor Hardy is looking to put an ad-hoc committee together to discuss standardizing the event planning process. The group should consider doing another large scale exercise. There is funding available for large scale planning exercises. There is also need to discuss the after effects of a large scale event.

New Business

- Events - No upcoming events.
- Storm Sandy - There was impact with personnel and initial resources, but there was not a lot of infrastructure or uninsured private property damage. T
- The Town of Ipswich EMD is interested in joining the CAEPT. He has been invited to attend the next Executive and general meeting as a guest. It is important for the group to receive its certification before expanding. It will be important to have buy-in from communities/organizations before individuals join the group.

Tom Hines, the Emergency Manager for Lynn, spoke to the group about his experience planning for Storm Sandy. Emergency management is primarily about collaboration and coordination. There is more to sheltering than just a location. Lynn has a trailer dedicated to storing sheltering supplies. Efforts are being made to develop the MRC in order to help staff shelters along with the Red Cross and City personnel. In preparation for Hurricane Sandy, the team attended the MEMA conference call. Lynn volunteered to host a regional shelter with the Red Cross, but the shelter was established in Newburyport. Because they had been planning on hosting the regional shelter, Lynn decided to still open a local shelter.

Electricians had to rewire generators at the High School to provide power to the gym. The School Superintendent called a catering vendor to provide food for shelter guests. There was a cell phone dead zone in the gym, so a landline was brought to the gym. It was recommended to people living in low lying areas to evacuate and some people did self-evacuate on Monday morning. Greater Lynn Senior Services had a seat at the EOC and were providing transportation for people with special transport needs who wanted to evacuate. Eleven people utilized the shelter, which was not a large turn out, but was valuable as a "live" drill. There was a communication breakdown with the Red Cross chapter in Peabody, they had staff ready for the shelter and were waiting for a call. The local chapters are different than the national chapters. The Red Cross staffed the shelter overnight and the City staff returned the next day. A SMART Team was available and one dog came to the shelter. The Red Cross was very helpful in finding ways for people to leave the shelter. They did use the three shelter bins provided by NERAC and found some of the materials useful. Tom stayed at the EOC; Public Health was more present at the actual shelter.

Tom also discussed his experience being deployed to New York as part of a DMAT team. There was no formal system of communication established within the shelter. Tom would like to see an established ground channel for communication between shelter staff and between the shelter and EOC. People at the shelter felt isolated because there was no access to the news.

Noreen Burke – Tom and Karin Carroll have put together a PowerPoint presentation that will be sent to Dan Doucette.

Meeting adjourned.

Next meeting: Thursday, February 7th, in Manchester.

Submitted by: Jaimie Corliss