

# CENTRAL VIRGINIA EMERGENCY MANAGEMENT ALLIANCE

## Mass Care & Human Services Committee

Thursday, December 6th, 2018 | 1:30 pm

RRPDC | 9211 Forest Hill Avenue Suite 200 Richmond Virginia 23235

---

### Minutes

In attendance:

Doug Gagnon, VDEM

Mike Magner, VDH

David Calkins, Henrico HD

Curt Nellis, Powhatan

Forrest Andrews, RRPDC

Emily Ashley, Chesterfield (Vice Chair)

**Paul Hundley, Richmond (Chair)**

Michelle Daschner, Prince George

Katie Moody, RRPDC

Elizabeth Holt, Charles City DSS

1. **Welcome and Introductions.** The Chair called the meeting to order at 1:32 pm and welcomed all. Everyone introduced themselves.
2. **Approval of the minutes** from November meetings. Emily Ashley moved approval of the minutes as presented and Mike Magner seconded. Motion carried without further discussion.
3. **Old Business**
  - None
4. **New Business**
  - FY17 SHSP Grant Award
    - **FY17 Shelter Training Grant - \$49,275.00**
      - To date, we have been reimbursed for \$8,946.65. Invoiced \$3,515.17, and \$1,500 committed. Do not have anything committed currently for training after December 2018, however we are planning to possibly use the rest of the money for a Mass Care Symposium in the spring. Please encourage your social services representatives to take advantage of the funds.
    - **FY17 Shelter Equipment Grant - \$68,320.00 (\$14,671.02 remaining)**
      - a. Pet Trailer Quote: \$19,898.86
      - b. Infant Shelter Kits purchase (\$3,397.60)
      - c. EWA Phoenix Flyaway Kits purchase (\$2,495.65) – Ordered on 11/25/18 and to be delivered to Dinwiddie

- Paul updated that he has distributed all the AED's to localities, and almost completed distributing the Infant Shelter Kits.
- Katie Moody reported that the EWA Phoenix Flyaway Kits were purchased for Dinwiddie. She is going to work on purchasing the wristbands to go with these.
- The Pet Trailer will be the next purchase with the grant. Katie Moody reported that the PDC is still working with their attorney on any desired paperwork prior to making a purchase like this. Martha and the PDC attorney have come up with a MOU that will be approved by Hanover before she will place the order. She has distributed the draft MOU to Paul and Hanover for review.

- **FY18 Shelter Training Grant - \$42,000**

- Paul is currently working with the City to get the account set up for spending.
  - Emily recommended that \$12,000 of the funds could be used for specifics for staging/reunification. Chesterfield would like to do a reunification workshop as a precursor to their exercise in the summer. It costs \$7,000 to bring Safe and Sound representatives down to do a one-day workshop, and an additional \$5,000 for a second day. The idea is that we will be able to hold a two-day workshop for the region – having one day north of the river, one day south of the river. The costs would cover all travel and speaker fees. We would like her to focus on the reunification and recovery aspect of the operation. We could also invite our neighboring localities to participate, to make the spending worth the time. It would be important to also include school administrators and social services in these workshops and could be a precursor to the newly developed FAC in a Box exercise.
  - Paul noted that we may also have some FY17 funds leftover. If granted an extension, we could possibly use some of these leftover funds for the workshops to supplement FY18.
  - Michelle Daschner noted that Prince George would be very interested in receiving education on FAC and reunification, because any of the schools in PG have large hallways and open areas. She and Donald have been discussing the possibility of having to open a reunification center when most of the hallways of the school can be accessed by parking lots.
  - Paul sees this as a good opportunity to connect to other regional efforts for FAC.
  - We would like to possibly plan this in the April 2019 timeframe. Emily will create a survey/interest email and send to Katie for distribution.
- **Regional Feeding MOU Discussion/Update Regional Feeding Plan Discussion/Update**
    - We have 2019 dates set for discussions for our regional feeding templates. Henrico will be hosting these.

- **Regional Mass Care Symposium/Summit Update**
  - We will be having our next planning meeting on Monday, December 10<sup>th</sup>, at the PDC. This may be changed to a conference call depending on the weather.

5. **Open discussion, comments, announcements**

*Doug Gagnon* (VDEM) – Will be conducting a weather call with localities tomorrow at 2pm regarding the snow this weekend.

*Katie Moody* (RRPDC)– The THIRA expansion project RFP has been released.

*Paul Hundley* (Richmond) – Richmond Marathon will be next weekend. Many roads will be closed if you're planning to be in the City.

*Elizabeth Holt* (Charles City DSS) – County VOPEX will be held in July.

*Michelle Daschner* (Prince George) – Graduating on Saturday, so will be leaving Prince George soon. Hopefully joining VDEM or Capital One.

*David Calkins* (VDH) – We have spent all our Code Prep grant money. Currently gathering dialysis information from patients in the area on their current emergency preparedness status. Once this data has been compiled, we will share a paper with everyone. Tomorrow, four public health nurses will be sharing their feedback from the EMAC deployment in NC. Would like to have one of the nurses come to the symposium.

*Mike Magner* (VDH) – Will be a point of dispensing training in the first quarter of the year. It won't be strictly limited to HD members. Date is TBD.

Meeting adjourned at 2:41 pm.

Next meeting: **January 3rd, 2019** at 1:30 pm - Richmond Regional Planning District Commission.

Respectfully submitted,

Katie Moody