

CENTRAL VIRGINIA EMERGENCY MANAGEMENT ALLIANCE



Regular Meeting | Thursday, April 18th, 2019 | 9:30 am - Noon
Virginia Public Safety Training Center, 7805 Broad Neck Road, Hanover, VA 23069

Minutes

1. **Welcome and Introductions.** Sherri Laffoon called the meeting to order at 9:43 a.m. and thanked Hanover County for providing the meeting space. Introductions were made.
2. **Motion:** To accept the March 2019 CVEMA meeting minutes.
Made by: Donald Hunter (Prince George)
Second: Beverley Brandt (Colonial Heights)
Minutes are approved.
3. **Special Presentations:**
 - Bill Lawson on behalf of Rebecca Hang, Richmond OEM, City of Richmond Preparedness Survey.
4. **Committee Reports**
 - **Mass Care** | Paul Hundley (Richmond) Next meeting: 6/6/2019 at the RRPDC
 - Full report attached.
 - Paul encouraged the committee to attend Safe and Sound presentation on May 1st or May 2nd. Flyer is attached.
 - The Mass Care committee will hold a panel discussion with those who responded to and assisted with the Prince George bus accident for their June meeting. Panel Participants include:
 1. Deborah Whitaker – Crater Health District
 2. Shel Douglas – Prince George County DSS
 3. Donna Pletch – VDEM
 4. Donald Hunter – Prince George OEM
 5. Red Cross: Meredith Snellings, Susan Mize-Cain and Margaret Walsh
 - A save the date flyer will be coming out for the August 8th Mass Care Symposium which will be held at the Gayton Baptist in Short Pump.
 - **Planning** | Curt Nellis (Powhatan) Next meeting 5/15/19 at RRPDC
 - Hazard Mitigation still in process
 - JIC & FAC Plan doc back from consultant and ready for distribution. Contact Katie if you want a copy.
 - Strategic Plan in progress
 - RFP is out for recovery plan. Sherri and Doug will be working to ensure contractors are aware of deliverables desired

- Inventory project – will be submitting for grant money. Focusing on Mass Care supplies. MutualAid.net – Beazley – initial conversation with metro fire chiefs then went by the wayside. Not asking localities to commit assets just share what they have for awareness.
- **Public Outreach** | Beverley Brandt (Colonial Heights) Next meeting 5/20/19 at the RRPDC
 - Report Attached.
- **Training & Exercise** | Bill Lawson (Richmond) Next meeting at the RRPDC
 - No updates.

5. **Old/Unfinished Business**

- FAC/JIC Plans
 - Ben Ruppert suggested that the committee document localities who want to affirm the regional plans as their own as well as the localities who do not so that MOUs can be aligned accordingly.
- FY17 SHSP Grants Closeout – Final reports were due April 15th, 2019
 - FY18 grants – monitoring meetings with VDEM and grants office forth coming. If you have questions or concerns, please email VDEM. Monitoring FY18 to ensure all the documents are in order before grant period closes to prevent giving money back.
 - Katie Moody sent out Regional 1 Goals and Priorities sent to Executive Committee for the follow-on meeting. Updates will be reviewed and added. The Goals & Priorities will accompany letters of support.
 - The Region 1 grants regional stakeholder workshop was moved from April 22nd to April 29th in Chesterfield to ensure all stakeholders were invited. If you can't make the Region 1 workshop, you can go to one of the workshops offered in other regions. Donna Pletch stated that FEMA is making many changes to the grant management process. Funding for preparedness activities is being scrutinized. One challenge is the difficulty in quantifying preparedness. Moving forward, we can expect to have to tie how activities address the gaps in state THIRA to justify the money.
 - Ben Ruppert reviewed the stakeholders meeting noting that it was an opportunity for VDEM to obtain input from different vantage points as it pertains to the grants process. The only change we should see is in the scoring of regionalism. There will be a mid-level score added to mark improvement. Sherri Laffoon discussed that the issue of peer reviewers not being able to confidently score proposals due to a lack of information or understanding was discussed to be addressed. Noting that there needs to be training for reviewers and the ability to ask questions to help clarify and collect additional information for the grant proposal to produce a more accurate review score.

6. New Business

- Donna Pletch (VDEM) – Weather Conference Calls
 - During a meeting with the National Weather Services, it was made clear that all NWS offices operate differently. However, there is an effort to standardizing some areas of operations. Weather conference calls tend to overwhelm NWS so they intend on trying to combine conference calls with Regions 1 & 5. Donna and Bruce recommend against combining the calls. The intent is to have WebEx calls for hurricanes and tropical storms, but other events will be held as a regular conference call. After NWS is finished with their role on the call and questions are answered, the NWS representative will exit the call and the localities will have the opportunity to continue speaking on an operational level. The sentiment is that while it is important to know what Region 5 is doing, it is not recommended to have joint calls. A region 1 VDEM representative, if possible, will sit in on Region 5 conference calls to relay information back to region 1 for awareness.
- 2018 Strategic Plan Committee Updates
 - Katie Moody: Approve updates at next meeting.
- FY19 SHSP Grants – regional and locality proposals
- Planned exercises, training or special events in your locality
 - CVHC: HazMat Healthcare and Hospitals Awareness Day April 30th. Details and registration can be found on the training calendar. Lunch will be provided.
 - Robert Williams (Hopewell) – ICS 400 class April 24 & 25 in Hopewell.
 - Corey Beazley (Hanover) –
 1. Supply Unit Leader class April 22-25
 2. Central Virginia IMT hosting 305 class in Goochland May 20-24.
 3. New statewide communications interoperability plan coming out with added GIS and CAD to CAD languages to allow localities to apply for grant funding. Information Technology Services Unit Leader Course is being offered July 29th – Aug 2nd in Arlington. The information flyer will be emailed out.
 - Bill Lawson (Richmond) – G191 being held on April 23, July 16, Sept. 18, and Dec. 10 - all can be found on the training calendar.
 - VDH – CHEMPACK Overview for 2019 being held in Dinwiddie on May 22 from 1:30 p.m. – 4:30 p.m. The April 8th session in Henrico was cancelled due to low registration and the session on the 9th was attended mostly by health department and state police. Participation is encouraged from all safety partners. Please review the Fourth Generation Nerve Agents email and attachments that was sent out on April 15th for knowledge and awareness because current technologies may not detect these substances.

7. Roundtable

- *Ben Ruppert* (Hopewell) - Stack of certificates for VEMS attendance if you did not pick yours up at the conference. Met with community foundation last week – draft application created and being worked through. Invitation only application so the committee can vet requests prior. Fundraising to commence soon.

- *Doug Gagnon* (VDEM) – Heather Venturo newly assigned to VDEM Plans Section and is developing active threat template for localities to use. Draft due at the end of this month. Send email to Doug if interested in receiving a copy.
- *Donna Pletch* (VDEM) – there has been push back from chief regional coordinators especially in the western end of the state regarding active threat situations. They feel that active threat is more of a law enforcement issue and less emergency management. Donna suggests bringing in San Bernardino to speak to EM, Fire/EMS and Police to encourage unified planning. L0101 part will be online for 1st week and then in class the 2nd week. The mobile command unit will be out for maintenance the week of April 22nd. Chief Deputy Coordinator for Disaster Services position application period has closed. The question had been presented regarding cost for use of state drone. There is no cost if used for legitimate reason.
- *Donald Hunter* (Prince George) - thanked everyone for the support in locating the missing man last week.
- *Mike Schlemmer* (Louisa) - Tractor trailers and hitting trees seem to be the trend. The county is trying to get new radio system up and running. Vendor needs to fix problems. System is 6 months behind.
- *Steve Parrot* (CVHC) – RIC exercise was enlightening for the coalition. Asks that the alliance members go back and encourage Fire/EMS to work with Steve to engage with VHAS platform, so they get immediate notification. Steve will be happy to come out and give presentations to localities. RHCC is being activated by VCU which is creating delays between 911 call and healthcare notification. Early notification is the goal. Hospitals and healthcare are starting to use field and EM terms and it is creating confusion in operations and conflicting information.
- *Corey Beazley* (Hanover). – Two community educators are coming on board to present fire safety and preparedness messages. A Community Risk Reduction meeting was held in Chesterfield on how to use statistical data to share with people. Also discussed was changing terminology from “active shooter” to “high threat response” cover same response patterns for situations that don’t have an active shooter, such as the Boston Marathon.
- *Jeremy Falkeneu* (Dept. of Forestry) – Wildfire season has started. Statewide there have been 175 fires with coverage about 1000 acres lower than normal. South of the James River sees more incidents during summer months.
- *Erin Nowlin* (CVHC)– CHEC course for all healthcare facilities the week of July 13. Registration will come out soon. ICS 300 end of July at VCU Health following up with ADLS and BDLS courses. Participating with eastern coalition on terminology between regions determining medical control and medical distribution. Workshop and tabletop on May 15 in Williamsburg. More info forthcoming. The central region will be on standby as back up for the Something in the Water Festival April 26-28 in Virginia Beach.
- *David Calkins* (Henrico Health District) – activated continuity plan (COOP) when we lost access to facility because of sewage backup. Activation went smoothly. Normal operations resumed at 10 a.m. today.
- *John Fitzgerald* (RIC): would like to thank everyone for assisting with the exercise at the airport yesterday
- *Kate Hale* (New Kent): Working with Colonial Downs to prepare for events for the summer. Received copy of reentry and reassess plan yesterday. It was an extremely good investment and first step towards creating a coordinated plan for reentry back

into Hampton Roads. Reached out to Chickahominy Health District regarding measles outbreak and encouraged everyone to be aware of the potential for measles entering the region.

Adjourn – With there being no further business, Sherri Laffoon adjourned the meeting at 11:49 a.m.

The next regular meeting of the CVEMA is on Thursday, May 16th, 2019. Location: Colonial Heights Optimist, 916 Meridian Avenue, Colonial Heights, VA 23834

Respectfully submitted,
Jess Robison
CVEMA Recording Secretary

CVEMA T&E Calendar

Calendar Request Form: <http://bit.ly/2omhuZN>

Training & Exercise Calendar: <http://bit.ly/2EFi0c9>

In attendance:

Andy Aigner, King William
Beverley Brandt, Colonial Heights
Corey Beazley, Hanover
David Calkins, Henrico Health District
Donna Pletch, VDEM
Erin Nowlin, CVHC
Jeremey Falkeneu, Dept. of Forestry
Kate Hale, New Kent
Mike Schlemmer, Louisa
Peter Svoboda, CVHC
Roger Moss, Richmond Sheriff's Office
Tori Rowsey, King William

Ben Ruppert, Hopewell
Bill Lawson, Richmond
Curt Nellis, Powhatan
Donald Hunter, Prince George
Douglas Gagnon, VDEM
Jess Robison, Chesterfield
John Fitzgerald, RIC Airport
Katie Moody, RRPDC
Paul Hundley, Richmond
Sherri Laffoon, Chesterfield
Steve Parrott, CVHC

Mass Care and Human Services - Committee Report
April 2019

Chair: Paul Hundley, City of Richmond | Vice Chair: Emily Ashley, Chesterfield

Meets the first Thursday of every month at 1:30 pm at the RRPDC.

Total attendance 13.

Grants:

- FY17 SHSP Grant Award
 - FY17 Shelter Training Grant - \$49,275.00
 1. The FY17 grant cycle has come to an end, as of the end of March. The Chair reported that we were unable to use a significant portion of the remaining funds. We encumbered just under \$27,000 through a variety of training and exercises throughout the course of the grant cycle, and we will be forfeiting back approx. \$26,000.
 - FY17 Shelter Equipment Grant - \$68,320.00 (\$13.99 remaining)
 1. Katie Moody reported that the Pet Trailer has been delivered to Hanover County. All grant funds for this grant have been spent.
- FY18 State Homeland Security Grant Funding Summary – Mass Care Training and Exercise
 - Total Funded = \$42,000
 - Project projects currently under planning and review or committed:
 - Two Regional Reunification Workshop, Safe & Sound cost \$12,000 (Committed)
 - May 1, 2019 hosted by Henrico County
 - May 2, 2019 hosted by Chesterfield County

Additional information regarding location and registration to come.

- Regional Mass Care Symposium estimated cost \$10,000 - \$15,000
 - Planning Committee formed and details being worked out
 - Planning Meeting held on April 8, next on May 13, 2019
 - Confirmed two Key Note Speakers (Coretta Dixon & Wendy Pulley: North Carolina ESF6 Leads Hurricane Florence & Matthew – Matthew Shapiro, 6 Wheels Consulting, Inclusive Planning
 - #1 Panel participants confirmed
 - #2 Panel participants being confirmed.
 - Host site confirmed
 - Catering confirmed

- Planning Committee participants: Emily Dillon, Erin Nolan, Mike Magner, Katie Moody, Beverly Brandt, Doug Gagnon, Bill Lawson

Projects:

- Regional Mass Care Symposium
 - Current details above: please note funding for this project is expected to be through the FY18 SHSP Grant funds.
- Regional Feeding Plan Template
 - Planning Committee formed
 - Participating Non-Profit Feeding Partners: FeedMore, Salvation Army, American Red Cross, Nazarene Disaster Relief and General Baptist Association of Virginia
 - Participating CVEMA members: Emily Dillon, Kate Hale, Curt Nellis, Katie Moody, Paul Hundley
 - Participating State Representatives: Michelle Pope, Dawn Brantley, Claudia Jackson
 - Next meeting date: April 15, 2019

Note: Commonwealth of Virginia beginning work on their own State Feeding Plan and has requested representation from this region's planning team on their planning group. MCHS Committee Chair will represent until more is known regarding focus and direction of state planning.

FY19 SHSP Grant Proposal Discussion:

- FY19 MCHS Training & Equipment proposals:
 1. Discussion on items we could purchase in a FY19 grant proposal focus on mass feeding supplies and equipment items, such as Cambro's, serving items, etc.
 2. Other items could be privacy screens, cot covers, etc. We could think about maybe 9-10 per locality.
 3. Additional requests for suggestions email out to the Mass Care group.
 4. The group agreed that they would like to apply for a MCHS Training Grant for next year. This could be used for:
 - a. Regional Feeding Exercise in 2020 – possibly in conjunction with Disaster Preparedness Workshop.
 - b. FAC in a Box, Reunification Centers, Points of Distribution, etc. exercises
 - c. Sustaining Regional Mass Care Symposium (planning efforts listed above)

Locality updates available on April 4, 2019 posted minutes found on CVEMA Web-site

Public Outreach Committee Minutes 4/15/2019

- Beverly discussed the handout distributed to each member present shows the events for 2019 Public Outreach and CERT Committee, see below:
- Disaster Preparedness Workshop (DPW) is scheduled for September 7, 2019. There is still time to include any locality that would like to participate. The 3 core topics for localities to cover is
 - Planning & Document
 - Household Safety
 - Active Threat
- Charlie Spearman from Richmond CERT spoke to the committee on “Preparedness Night at the Diamond” This is an opportunity to reach a group of citizens from Central VA to give out information on being prepared. A representative from the Richmond Squirrels attended the meeting talking about different sponsorships that can be used for the event. He will be sending out that information on sponsorship levels to decide what direction the committee will go. Since this is an event that is held with the Tides Baseball Game annually several committee members will be attending their game to see how they do the event.
- The new website is almost ready to go live!!! We are still looking at doing a demo of the DPW site by having EMs sign up for the workshop, add any type of special needs you may have, we will run reports to ensure the site is running efficiently.
- The FY17 grant has been completely spent and will be working on the FY18 grant. For more information, please contact Beverley Brandt for Katie Moody.
- The next meeting of CERT (9:30 am) and the Public Outreach (10:30 am) is scheduled for May 20, 2019 at the Richmond Regional Planning District Commission.



Central Virginia Regional CERT Meeting

Monday, April 15, 2019 at 9:30 am

Richmond Regional Planning District Commission Executive Meeting Room | 9211 Forest Hill Ave Suite
200 Richmond VA 23235

NOTES

Katie Moody (RRPDC) Charlie Spearman (Henrico)
Robert Foresman (Henrico) Beverley Brandt (Colonial Heights)
Donald Hunter (Prince George) Anthony McLean (Richmond)
Marty Steele (Squirrels) Bob Johnson (Henrico)

Preparedness Day at the Diamond

Charlie Spearman and Marty Steele are present today to continue discussion on the Squirrels Preparedness Event at the Diamond. Charlie noted that on Tuesday, May 28th, at 6:30pm – is the Preparedness Event at Harbor Park/Tides. It might be helpful for us to take a field trip down to Norfolk. To be a full-blown title sponsor on the weekend - \$6500 we would receive all advertising, first pitch opportunities, representative on the radio with the broadcaster, all displays that we would want, etc. We also now have a full video board. There was a question of whether the squirrels would subsidize some of the cost because this is a public safety event – we would have to work with the Squirrels on whether this was possible. We could also be able to receive the PSA's and licensing material from folks who put on the event in Norfolk. The group decided that August 10 was the best date option for the event. Marty would look in to this date and get back to us this week. Jess made a good point about not wanting to spend all of our grant money on this event and either getting other corporate sponsors or allowing the Squirrels to subsidize some of the cost.

Stop the Bleed Regional Training Day (June 1st, 2019)

We can take 20 registrants in Colonial Heights and 45 in Tuckahoe. Jess would like to open up the registration on May 13th – this will allow 3 weeks for registration. Katie will work on making the registration portal. Jess will work on securing instructors.

FY18 CERT Grant budget:

-2019 Regional CERT Exercise – we are looking at an alternative date for the Regional CERT Exercise considering Robert is not able to attend the original date anymore. We have decided that we will move the exercise date to October 11-12. We will keep the original structure of Friday night refresher training in the evening and exercise the following morning. We are also thinking about doing the exercise at the Diamond as the CERTs are doing more special events. Katie would also ask Marty/Charlie if it would be possible to have the exercise on the morning of October 12th.

-2020 National CERT Conference – next year it is in Joplin, MI. Jess would like to have a group attend. We would write this in the FY19 Grant. Jess would look in to the cost and see how much more we would need to apply for to cover the costs of registration and travel.