Meeting was called to order by the Chair at 0930.

1. **Welcome & Introductions**
   The Chair welcomed everyone and thanked Bill MacKay for hosting and invited everyone to introduce themselves. List of attendees can be found at the end of the Minutes.

2. **Minutes from September Regular Meeting**
   **Motion**: To approve minutes as presented.
   **Made by**: Anna McRay, Henrico
   **Second**: Beverley Brandt, Colonial Heights
   Motion carried without further discussion

3. **Special Presentations**
   Special Agent Brian C. Moore, Virginia State Police, Bureau of Criminal Investigations-Drug Enforcement Section-Gang Unit. Special Agent Moore presented on the rise in clandestine and portable meth labs. It is very important that first responders know that if they find any kind of bottle with a tube coming out of it to contact VSP (phone #77) and do not under any circumstances touch, smell, or shake it. If you have any questions or would like for him to bring his presentation to your locality, contact him at brian.moore@vsp.virginia.gov.

4. **Standing Committee Reports**
   - **Mass Care** | Paul Hundley (Richmond) reported that this committee receive funding for both of its projects: Shelter Supplies and Equipment ($66,150) and Regional Shelter Training ($57,775). Next meeting of this committee is November 11 where they will have host presentations by those who will be providing training: Donnie Embrey, VA SART, Laurie Perez, VDSS, EWA Phoenix Shelter Registration System, and Meredith Snellings, Red Cross, multiple courses. He encouraged all localities to urge staff from their departments responsible for sheltering to attend this and future meetings to determine scheduling and other details. He also encouraged neighboring jurisdictions to coordinate on scheduling.
   - **Planning** | Anna McRay (Henrico) Next meeting is today at 2:00 p.m. at the PDC. They will be discussing the THIRA award and next steps for this project as well as regional templates, and the next Regional LEPC Meeting in April 2017.
   - **Public Outreach** | Anthony McLean (City of Richmond) reported that they were awarded $80,000 this year in the SHSP grant funding for Whole Community Preparedness Outreach and Training. This will be for Survivor Day, media outreach, regional CERT exercise, and a yearlong preparedness marketing campaign. This year’s CERT exercise will be on November 5 at the Christian Life Church in Chester. The church will be providing the victims so that all CERT can test their training. Please let Ms. Robins know if your CERT will be participating.
We have started holding regional CERT meetings to share information, resources, and training. Ms. Laffoon is compiling data from a recent questionnaire sent to CERT coordinators to get a baseline idea of how each locality runs its CERT program, etc.

The Chair thanked the committees and chairs for their contributions.

5. Access & Functional Needs Advisory Panel (Hundley) – No report/no meeting

6. Old Business

- **Hazard Mitigation Plan Update** | The Chair offered an update from Jackie Stewart at the RRPDC. They are still working on Critical Facilities inventory and mapping. They will be setting up locality meetings to go over old and develop new Mitigation Strategies. These need to be completed by Thanksgiving. They are also developing talking points for local EMs to share with elected officials. Individual jurisdictional sections will be developed in January 2017. Next meeting is October 26 at the RRPDC.

- **VDEM Region 1 Exercise** | The Chair reported on planning for this event, which will be a FAC Workshop at J. Sargeant Reynolds Community College (Parham Campus) Workforce Development Center on November 17. The planning team had their final planning meeting last week. Please make plans to attend and have any departments that have a role in Family Assistance Centers in your locality attend as well.

- **FY16 SHSP** | The Chair reported that we had 3 projects funded through SHSP this year: 2 shelter grants, and the public outreach grant. Anyone who is interested in seeing the entire list of projects, both funded and not should contact him.

- **Website** | The Chair reminded the group that the RRPDC is planning a complete overhaul of their website, which includes CVEMA pages. We have been asked to provide input on what we might like for the new website. If you have any suggestions, please contact Ms. Robins.

7. New Business

- **Nominating Committee** | Bylaws require that we seat a Nominating Committee at the October meeting with any past Chair or Vice Chair serving as Chair. Volunteers or nominations were requested. Nominating Committee for 2017 CVEMA slate of elected officers is Anna McRay, Chair; and Anthony McLean and Bill MacKay. They will present the slate of officers at the November 17 meeting, which will be from 8:30 to 9 am just prior to the FAC Workshop. Officers will be voted on at the December CVEMA meeting.

- **Regional Emergency Management Planner funding** | The Chair reminded all that the CVEMA planner position did not receive funding this year. The Executive Committee has
met once to discuss possible alternative funding sources and Martha Shickle, RRPDC Executive Director, is also exploring funding alternatives. The Chair will be meeting with Cheryl Lee at the VDEM Grants office to discuss ways to fund the project as well. If you have any suggestions, please send them to the Chair. Lori Dachille reported that she will be attending a VDEM meeting on October 31 about the FY17 SHSP grants. The Chair and Executive Committee will keep all EMs informed of any approach that will involve localities providing funding so that you are able to field questions from elected officials or upper management.

- **Port Security Assessment** | Anna McRay asked that the Port Security Assessment be added to the agenda. Lori Dachille reported that this project is an assessment of the port’s vulnerability and was started 2 months ago. She asked that anyone who would like to be included because you have assets impacted by the port please let her know.

- **Bill Lawson** reported that the ICS Train the Trainer class requires G191 first.

- **Virginia Mass Care Task Force** | Paul Hundley reported that he and Kathy Robins will be participating in this group which is developing the statewide sheltering strategy. The first meeting is Monday, November 21.

8. **Open Discussion & Roundtable**

- **Anna McRay, Henrico** reported that she has 2 new interns, she has rescheduled her ICS class, and David Calkins and Andrew Slater will be holding a forum to discuss issues with dialysis in emergencies and weather events.

- **Curt Nellis, Powhatan** reported that the Festival of the Grape is this weekend in Powhatan.

- **Jonathan Kiser, Chesterfield Health District** reported that they will be holding a flu clinic next weekend. Their acting director will be leaving at the end of the month.

- **Rob Mooney, DHS** reported that they will be providing Active Shooter Workshops for Faith-based Communities in November in Richmond and December in Charlottesville.

- **Emily Ashley, Chesterfield** reported that they are holding an Active Shooter FSE at one of their middle schools.

- **Jeff Hutchinson, Dominion Virginia Power** reported biggest impacts from Hurricane Matthew were to Virginia Beach and Outer Banks with 90,000 customers without power in central Virginia and 350,000 in eastern Virginia.

- **Bill MacKay, Goochland** reported that they are hosting a Rural Communities and Response to Flammable Liquid Events class on November 12. Also their County Attorney and Deputy County Administrator recently resigned. Lots of turnover.

- **Beverley Brandt, Colonial Heights** reported that they now have a FAC Plan draft. They are also going through some senior leadership turnover. She urged all present to get involved in CVEMA committee work.

- **Anthony McLean, Richmond** reported that their city council has approved Code Red for City notifications.

- **Paul Hundley, Richmond/VCA VOAD** also urged all to get involved in committees. He also reported on the revival of the VCA VOAD. They had a kick off meeting on October 19. He urged all local EMs to invite your non-profits to participate.

- **Gray Corbett, CVHC** reported that they had their first Introduction to ICS for Long Term Care facilities on September 13. Second is scheduled for November 15 in Petersburg. They hope to hold one in South Hill on December 10 but are still looking for a location.
• **Ben Ruppert, Hopewell** reported that they are hosting an all-day Active Shooter training on December 5 at the Beacon Theater. He will forward the notice to the group. It’s a great presentation. Lunch is $10.

• **Lori Dachille, VDEM** reported that this past weekend VDEM had 22 staff IA/PA in Region 5. FEMA also had staff there. They used the Crisis Track system using team accounts to upload damage assessment data. It was great. Localities can use this system. Do not pursue it on your own. She will provide more information as she can.

• **Chris Warriner, VSP** reported that they are having serious man-power issues due to budget.

• **Jerry Netherland, Chesterfield PD** reported that they were able to apprehend 6 people in connection with the double homicide at Chesdin Landing. Worked with Richmond, Henrico, FBI. He also recommended the active shooter video from the FBI, “The Coming Storm”. Contact your local law enforcement to bring this video to a meeting.

• **Pete Svoboda, SRMC** reported that they will be doing a FSE at the hospital on December 5. They will also be working with the Petersburg LEPC to do a Hazmat TTX on December 8.

• **Vic Buisset, Richmond** introduced himself as Richmond’s new COOP Manager.

• **Ken Ryals, Emporia** reported that they are working on consolidating dispatch.

• **Andrew Slater, RHCC** reported that they supported the VP Debate at Longwood and deployed the STIP tent (a 10-bay ALS tent system). They have executed an MOU with RAA for communications support.

• **Jimmy Brann, Essex** reported that are holding an Active Shooter exercise with King William County.

The meeting adjourned at 11:21 am. The next regular Alliance meeting will be a very short one on November 17, 2016 from 8:30 to 9 am just before the VDEM Region 1 FAC Workshop at J. Sargeant Reynolds Community College.

Respectfully submitted,

Sherri Laffoon
Meeting Attendance

Altise Street, 211 VIRGINIA
Amber Burke, CTAC
Andrew Slater, CVHC
Anna M. McRay, Henrico
Anthony McLean, Richmond

**Ben Ruppert, Hopewell, Chair**

Beverley Brandt, Colonial Heights
Bill Lawson, Richmond
Bill MacKay, Goochland
Bill Sammler, NOAA/NWS
Brian Moore, VSP
Christopher Warriner, VSP
Curt Nellis, Powhatan
David Calkins, Henrico Health Distric
Derek Andresen, Richmond
Emily Ashley, Chesterfield
Ernie Young, Rappahannock Electric Coop
Gerald Netherland, Captain

**Gray Corbett, CVHC, Vice Chair**

James Moss, VDH
Jason Satterwhite, REC
Jeff Hutchinson, Dominion VA Power
Jimmy Brann, Essex
Jonathan Kiser, Chesterfield HD

Kathy Robins, RRPDC
Ken Ryals, Emporia
Kent Emerson, Amelia
Lori Dachille, VDEM
Maribel Street, OSPSHS
Meredith Snellings, Red Cross
Patrick Holland, Richmond
Paul Hundley, Richmond
Pete Svoboda, SRMC
Rob Mooney, DHS
Robert Paxton, VDEM

**Sherri Laffoon, Chesterfield, Recording Secretary**

Vic Buisset, Richmond