

CENTRAL VIRGINIA EMERGENCY MANAGEMENT ALLIANCE

Mass Care & Human Services Committee



Thursday, June 1, 2017 1:30 pm | RRPDC | 9211 Forest Hill Avenue Suite 200 Richmond VA 23235

Minutes

In attendance:

Ginny Ferguson, Hanover DSS, Vice Chair

Tracie Giles, Chesterfield

Paul Hundley, Richmond DSS, Chair

Donald Hunter, Prince George OEM

Rose Mastracco, Dinwiddie DSS

Kathy Robins, RRPDC

1. **Welcome and introductions.** The Chair called the meeting to order at 1:48 pm and welcomed all.
2. **Approval of Minutes** from the April 6, 2017 meeting. Donald Hunter moved approval of the minutes as presented and Tracie Giles seconded. Motion carried without further discussion.
Minutes of past meetings are available at <http://www.richmondregional.org/CVEMA/CVEMA-Meetings.htm>
3. **Special Presentation: Carol Schneider, Red Cross: CPR/AED/First Aid Training for Shelter Staff**
 - This training has been approved by VDEM for inclusion in this SHSP grant. MCHS Chair will track training and expenditures. Single POC at Red Cross responsible for scheduling and invoicing.
 - **Pricing Agreement** allows for one-time signing (by MCHS Chair) and locks in prices for 3 years at 20% to 30% discount off Red Cross normal prices. Ms. Schneider will send editable version to Chair, who will review. Once agreement is signed, Red Cross scheduler will begin contacting POCs to schedule training.
 - Requires one POC per jurisdiction (Chair will collect these)
 - Prices based on anticipated 300 people being trained
 - Class sized 8 – 12 or 13 – 24 people (could also do 25 – 36, requires prior approval to confirm Red Cross has instructors available – requires 3.)
 - Prices (per person) (times below are based on 8 – 12-person class):
 - First Aid: \$56 - normally \$70 (3 – 4 hours)
 - Adult CPR/AED: \$56 - normally \$70 (2 – 3 hours)
 - Adult CPR/AED/First Aid: \$63 - normally \$90 (5 hours)
 - Class with ALL options: \$117 - normally \$130 (7 hours)
 - Price will be based on actual number of attendees. Please notify Red Cross scheduler of any changes in number of attendees or any other changes.
 - There is a \$100 delivery fee for each class, includes instructor and all materials and A/V equipment, if needed.

- Ms. Schneider will revise draft pricing agreement to include Adult and Pediatric CPR/AED/FA with and without blood-borne pathogen classes. With blood-borne pathogens, length of class: 6 – 7 hours.
 - Ms. Schneider will send the Chair pricing list and their Fact Sheet which includes additional optional courses.
 - The Chair reminded all that for classes over 5 hours, the grant will pay for lunch.
 - Scheduling is flexible, including afternoons, evenings, weekends.
 - Rule of thumb: for every 2 students added to class, add 30 minutes to length of class.
 - Information needed from localities to schedule: host location, address, phone, email for primary POC.
 - Ms. Schneider asked if there were any interest in blended learning that they offer. This includes interactive online learning and instructor-led hands-on training. This can save time: Adult CPR/AED/FA class normally 5 hours would take 2 hours 10 minutes on-line with 50 minutes of hands-on, instructor-led training. Cost is the same. Group agreed that this should be added to pricing agreement.
 - Ms. Schneider reminded all that Red Cross has free refresher sites where you can go in quarterly to test your knowledge and skills.
 - To re-certify, you may 'challenge out', meaning come in to Red Cross, perform skills, take written test, and if you pass with 80% score, you are recertified.
 - CPR/AED/FA are all 2 year certifications
 - Ms. Schneider will provide links to online participant manuals.
 - Dinwiddie and Hanover expressed a wish to do stand-alone Blood-Borne Pathogen classes.
 - Red Cross no longer does Pet First Aid, but they offer a free mobile app for Pet First Aid. There are also videos available.
 - Monster Guard is a mobile app from Red Cross for children to learn about emergency preparedness.
 - Likely will get this training started in August.
4. AED for Shelter Manager Kits: After some discussion, the group decided to add mobile AED units to the FY17 SHSP Shelter Supplies and Equipment project. Ms. Robins will check with VDEM to confirm that it is on the AEL and allowable within the scope of the grant. The group requested the mobile Zoll unit with 5 year pads and batteries. Grant application will request one unit per locality.
5. **Old Business**
- **FY15 SHSP Grants:** Should be closed out, unless you have been given an extension. City of Richmond reported having requested and received an extension and have encumbered 96% of their expenses. This item will be removed from future agendas.
 - **FY16 SHSP Grants:**
 - **Shelter Supplies & Equipment** (\$66,150 | FA: Hanover) Deadline for these grants is 3/31/18. Ginny Ferguson will check with Corey Beazley about the status of these purchases.
 - **Shelter Training** (\$57,775 | FA: Richmond) Deadline: March 31, 2018. Ginny Ferguson reported that their experience with the shelter training was a little rough. Instructor was unfamiliar with the new curriculum and read the PPT. Other issues with instructor were brought up with Meredith, who handled it well. Drill was also a little rough. City of Richmond Shelter Management training went well. Did EWA Phoenix training for Administrators and for users. Also did hands-on drill with the EWA system for intake and registration and included facilitated food handling discussion and practiced serving lunches and dormitory set-up. Hanover did the same. Donald Hunter reported that the cart with oversized cots does not fit through their shelter doors. Pet Sheltering training in City of Richmond was on 5/24 and had 28 participants. Still looking

for a location for the exercise to be held some time in future. Hoping to schedule for July 22-23 (a Saturday and Sunday). Richmond Animal Care and Control has lead on this project. Corey Beazley has said Pole Green Park could host. They are also considering using Richmond Police Academy so that it can be held indoors. Next issue will be to schedule the training that has been added: CPR/AED/FA and others. Hopewell DSS has reported that they wish to host training. Dinwiddie did a TTX June of 2016 assisted by Deborah Whitacre/Crater Health District. They are writing a new plan. Hoping to do refresher training/exercise this summer.

6. **New Business**

- **FY17 SHSP Grant Applications | Deadline: June 16, 2017 |** These projects will be essentially the same as last year, with a few changes approved by this committee. CVEMA approved both for letters of support. Paul Hundley is researching the issue with the wristbands (MedTech is requiring a minimum order of 30,000). He has asked Laurie Perez for help with this.
 - **Shelter Supplies and Equipment**
 - **Regional Shelter Training & Exercises**
 - **Peer Reviewers needed.** Please register to be a Peer Reviewer for the FY17 SHSP grants. Application is through a link on VDEM's grants page on their website.
- The Chair reported that he has submitted the first 2 quarterly reports for the FY16 Shelter Training Grant. City of Richmond has not yet received bills from the Red Cross. We have spent approximately \$4,000 so far. The Chair will check and see if he can get a list of City of Richmond approved vendors that localities may use for food during this training.

7. **Open discussion, comments, announcements**

8. The next meeting will be on Thursday, August 3, 2017 at 2 pm at the Richmond Regional Planning District Commission (**NOTE: The July meeting has been cancelled due to a scheduling conflict.**)
9. The meeting was adjourned at 3:33 pm.

Respectfully submitted,

Kathy Robins