

# CENTRAL VIRGINIA EMERGENCY MANAGEMENT ALLIANCE

## Mass Care & Human Services Committee



Thursday, August 3, 2017 1:30 pm | RRPDC | 9211 Forest Hill Avenue Suite 200 Richmond VA 23235

### Minutes

In attendance:

TaMisha Bascombe, Richmond HD	Jasmin Johnson, Henrico Health District
Beverley Brandt, Colonial Heights	Kevin Pannell, VDEM Region 1 DRRO
David Calkins, Henrico HD	Kathy Robins, RRPDC
<b>Paul Hundley, Richmond DSS, Chair</b>	Ben Ruppert, Hopewell
Donald Hunter, Prince George OEM	Steve Rykal, Chickahominy HD

1. **Welcome and introductions.** The Chair called the meeting to order at 1:40 pm and welcomed all. Everyone introduced themselves.
2. **Approval of Minutes** from the June 1, 2017 meeting. Donald Hunter moved approval of the minutes as presented and Beverley Brandt seconded. Motion carried without further discussion.  
(Minutes of past meetings are available at <http://www.richmondregional.org/CVEMA/CVEMA-Meetings.htm>)
1. **Old Business**
  - **FY16 SHSP Grants:**
    - **Shelter Supplies & Equipment** (\$66,150 | FA: Hanover) Deadline for these grants is 3/31/18. The Chair reported that Richmond's 2<sup>nd</sup> shed was delivered last Friday. Both of their sheds have now been delivered. Donald Hunter reported that he picked up their trailer on Monday and their shed has already been delivered. Curt Nellis reported to the Chair that Powhatan has received their shed as well. All equipment for this project has now been delivered and Corey Beazley is in the process of assembling paperwork to close it out.
    - **Shelter Training** (\$57,775 | FA: Richmond) Deadline: March 31, 2018. The Chair reported that as of today, there have been 16 trainings with a total of 210 participants. He has not received rosters for 6 of these, but this will likely raise the participant number to 310. There are 17 additional classes scheduled which will raise participant numbers by another 200. Beverley Brandt reported that she is meeting with Chesterfield Social Services this week and they will talk about scheduling training at that time. The Chair conveyed that if you have local DSS staff that is not assigned to staff shelters, you may still opt to allow them to take these training classes.  
Pet Sheltering: class/exercise tentatively scheduled for 9/16 – 9/17. Maximum participants: 50. Richmond Animal Care and Control is coordinating this class.  
Grant Funds expended so far: \$5,000. Cost of upcoming scheduled training classes: \$19,000. Total: \$25,547 leaving a potential balance of approximately \$32,000.  
The Chair listed the localities that have either held already or have scheduled training through this grant: Hanover, Hopewell, Sussex, Richmond, New Kent, King and Queen, Dinwiddie, Prince George, Goochland.  
The Chair reminded everyone that the 'menu' of classes is available on the back of the

Shelter Training Request Form on the CVEMA website, including class duration, maximum size, and contact information for the Red Cross staff for scheduling FA/CPR/AED classes. If you did not send Paul your name as POC for these classes, please do so. He will send the 3-year Red Cross pricing agreement to Ms. Robins for her records and to share with the committee.

The Chair recommended we plan to discuss at our January meeting additional ideas for expending these funds. He has already gotten VDEM approval for purchase of signs, handbooks for staff, and other print materials, so consider which of these you may need and could purchase through this grant. He will share the City of Richmond's Emergency Shelter Handbook so that others may use it as a template to develop their own for their locality.

The Chair reminded Health District representatives that they may also take advantage of this training for any of their staff who may staff emergency shelters. You may also add any classes that you need but are not on the list. Shelter drills and exercises are eligible for funding through this grant. David Calkins reported that his main problem is getting dates from their public health nurses. He is working on it.

Richmond will be doing Serve Safe classes for their shelter staff. We may also want to explore adding Psychological First Aid. He is working with Richmond Behavioral Health on this training for the City. He will share this information with the group. Ms. Robins reminded all that the cost of background checks on your shelter staff are also covered by this grant.

- **FY15 SHSP Shelter Supplies and Equipment.** Mr. Ruppert reported that among the equipment purchased for Hopewell emergency shelters, he created 3 custom portable charging stations capable of charging 18 devices at a time. Cost approximately \$1,000 each. He offered to share his list of all components that went into it and is happy to bring to a future meeting to show the committee. Purchases were all on a state contract from CDWG. You can find these stations already assembled but the cost is significantly higher.

## 2. New Business

- **CMS Rule.** The Chair reported that he got some talking points from Kelly Parker, VDH State Hospital Preparedness Coordinator on requirements for each CMS facility:
  - Required to have policies in place for emergency preparedness.
  - Inform state and local emergency preparedness officials when patients require evacuation during times of emergency based on patients' medical condition and home environment.

David Calkins reported that there is a point of contact for questions. They are able to do plan reviews. Region has plans to develop documents/templates/FAQ for facilities. Localities are concerned that facilities are operating under misinformation and assumptions as to the level of support they can expect from their local government and particularly OEM.

We will be dedicating the September 7, 2017 MCHS meeting to working on these documents. Emily Ashley will and Andrew Slater will facilitate. VHASS website has resources. This effort is expected to result in templates we can provide (perhaps different versions for different types of facilities), an informational sheet with an overview of requirements and how facilities can meet them, and the type of information they will be requesting from their locality (customizable by localities). The 9/7 meeting is expected to result in a smaller working group to undertake the task of drafting these documents. As to the question of annual exercises required of these facilities, it is the responsibility of each facility to plan and execute these. Localities may not have the resources to support these.

- **Virginia Mass Care Task Force.** The Chair reported on the final conference call of the VMCTF took place on July 27 and now the Virginia Sheltering Plan Strategic Framework has been completed. Next meeting will be to begin writing the statewide plan. Ms. Robins will email the framework document to all MCHS and DSS directors for review/reference. If you have comments, please email

them to the Chair or Ms. Robins. In October or November, we will invite Dawn Brantley to present an overview of the project to the MCHS Committee. The Chair reported that the shelter training and other initiatives undertaken by the CVEMA region will put us ahead in satisfying the expected requirements of the state plan. Before the end of the year, we should start work on an inventory of shelter resources and work to evaluate shelter facilities to be ready for the eventual request for this information based on the state plan. The Chair mentioned the regional shelter plan for Northern Neck/Middle Peninsula that was presented at the 2017 Virginia Emergency Management Symposium.

- **Central Virginia Homeland Security Strategy.** Ms. Robins explained that this item is in reference to a proposal to identify within this document any objectives relating to health and sheltering issues, review them as a committee, determine status, and identify future projects for this committee based on this evaluation.

### 3. Open discussion, comments, announcements

- **Beverley Brandt/Colonial Heights.** Meeting with Chesterfield and Powhatan DSS next week. Hoping to coordinate to take advantage of grant-funded training. OEM partnering with health district to do a drive-through flu clinic/pod exercise in September where they will administer 500 flu shots.
- **Jasmin Johnson/Henrico-Chickahominy MRC.** Reported that they are working with dialysis centers on CMS Rule. Considering a mobile Survivor Day at dialysis centers in Henrico.
- **Kevin Pannell/VDEM.** This morning sent out the updated Training and Exercise Plan for Region 1. Hopewell, Hanover, Henrico hosting ICS/EOC Interface classes between now and end of the year.
- **Steve Rykal/Chickahominy Health District.** They just wrapped up the VOPEX Surry power station radiological response exercise. Surry County is supported by New Kent and Charles City Counties which operate evacuation assembly centers. On June 28 had an unsequenced demonstration in New Kent that was evaluated by FEMA. Both New Kent and Charles City had full scale EOC exercises last week. North Anna next year.
- **Paul Hundley/Richmond.** Participated in National Night Out on August 1. Working on bulk distribution plan, including evaluating potential sites through Parks and Recreation and others that have good transportation flow. Considerations include whether site could accommodate a mass feeding distribution point. Training and testing their shelter program
- The Chair invited all to submit to him any and all ideas you may have to make these meetings more meaningful and to bring in new partners.

4. The next meeting will be on Thursday, September 7, 2017 at 2 pm at the Richmond Regional Planning District Commission.

5. The meeting was adjourned at 2:47 pm.

Respectfully submitted,

Kathy Robins