

CENTRAL VIRGINIA EMERGENCY MANAGEMENT ALLIANCE Planning Committee



Wednesday, January 18 2017, 10 am | WebEx

Minutes

In attendance:

Beverley Brandt, Colonial Heights	Danielle Progen, VDEM
Bill MacKay, Goochland	Kathy Robins, RRPDC
Anna McRay, Henrico, Chair	Brittany Schaal, U of R
Rick Opett, New Kent	

1. **Welcome and introductions.** The Chair, Anna McRay called the meeting to order at 10:08 am.
2. **Approval of 12/14/16 Meeting Minutes.** Beverley Brandt moved approval, Bill MacKay seconded. Motion carried without further discussion.
3. **Old Business**
 - **Hazard Mitigation Plan Update** | Discussion of status of draft and Public Meetings. Ms. Brandt reported attending the Hopewell public meeting. One resident came by. The Chair reported 4 residents at the Henrico meeting. Ms. Progen attended the RRPDC meeting, reporting attendance by several folks from the response community.
 - **Regional LEPC Planning Template** – Ms. Robins reminded all that this initiative to develop a notification form included reaching out to AdvanSix and Dominion Virginia Power for templates they might share for notifications. No update yet.
 - **Regional LEPC Meeting** – Date: Wednesday, April 26, 2016, 5:30 pm at Confederate Hills Recreation Center in Highland Springs in eastern Henrico. Can get into the building at 4 pm and must be out by 8 pm. Presentations planned for this meeting include the Hopewell diesel spill (Ruppert), the gas spill on I 95 in South Richmond (Jewell), the pipeline incident in Goochland/Henrico (Plantation Pipeline – the Chair will reach out to Ralph to see about presenting), and the Alabama pipeline rupture (Lori Dachille to ask Robert Paxton about a contact for this. Also could check with Colonial Pipeline here). Focus will be on local impacts. The Chair will reach out to Lori Dachille to see if VDEM could fund food and if not, will contact Sherri Laffoon to see about asking Dominion to fund food. The Chair will also draft an agenda to send for review by this committee. She asked for some help with this from Ms. Brandt and Ms. Laffoon.
 - **Accomplishments Document** – Ms. Robins reported that this document was developed as a resource when talking with local elected officials about contributing to the Regional EM Planner position. It has been distributed to the entire CVEMA distribution list and exists as a resource for anyone who would like a copy. No need for further discussion.
 - **Project roster from Homeland Security Strategy** – List of goals and implementation steps from the Central Virginia Homeland Security Strategy done 2010 to 2012 and updated with some medical

information in 2013. This list was sent to all CVEMA EMs with a request to update status of gaps identified and will be reviewed after the THIRA presentation at the 1/24/17 meeting.

- **Charter Update – status** – This updated document was presented at the December CVEMA meeting and will be voted on at the January 19 meeting.
- **CVEMA Calendar & Programs** – Planning Committee agreed to provide support for choosing and arranging for CVEMA programs and sites (space needs to accommodate 30 to 40 people). The group agreed. Ms. Robins sent out the calendar of CVEMA meetings with all current information to the committee for reference. Space has been secured for the January and February meetings. Bill MacKay agreed to host the October meeting as long as we move it from our normal 9:30 am to 2 pm to allow for locals to participate in the Great Shakeout. We may wish to meet by WebEx also. Brittany Schaal offered to find space on campus at U of R, though there could be some parking issues.
- **Regional Training** | The Chair reported that Henrico is offering some baseline ICS and NIMS 700 training for CERT. Email was sent out to all EMs about this.
- **THIRA | Award amount: \$37,000 | FA: RRPDC | Deadline: March 31, 2018** | Cat Atcheson, Dewberry lead staff on the project, will be making a presentation to the CVEMA on January 24, 2017 after the Regional Coordinator’s Brief that morning and will be followed by a review of the Central Virginia UASI gap analysis/capabilities assessment done in 2010. She sent a PowerPoint presentation for review by the Planning Committee which the Chair brought up on the screen for all to review. (She will also forward the PPT to the committee.) Likely the funds available are not enough to do a complete THIRA, and we will need to break it into phases and apply for SHSP funding to complete. We want a product that is thorough and useful. May be able to use CCTA grant funds for this? After discussion, the group requested that the Chair forward the following comments/concerns to Ms. Atcheson prior to her presentation 1/24:
 - Grant deadline is March 31, 2018, therefore the schedule showing finish date of 6/13/17 is far too compressed. We do not want be rushed through or end up with a cookie-cutter product.
 - The CVEMA region is larger than the Richmond-Crater HMP region. This project covers the CVEMA region.
 - Use recently gathered data from HMP process: natural hazards, critical facilities (need to confirm our definition of this.)
 - Need at least 6 months’ lead-time to get on CAOs’ schedules. Dewberry needs to check with localities before scheduling anything, in fact leave dates off of schedule and let locals suggest timeline that works for them.
 - Bear in mind that approval and adoption of HMP is going on concurrently.
 - Process needs to be fully aligned to CPG 201.
 - Project needs to include our state partners, Stacie Neal, Lori Dachille, and Danielle Progen.

4. **New Business**

- SHSP grant application to fund mile markers in the James River. Work with James River Association. Ms. Robins will look into the total cost of the project. Possibly do the same for the Appomattox. Could also research private sector funding from L.L. Bean and/or REI. Check with other regional partners.

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

6. Next meeting will be February 15, 2017 at 10 am at the RRPDC.
7. The meeting was adjourned at 11:11 am.

Respectfully submitted,
Kathy Robins