

# CENTRAL VIRGINIA EMERGENCY MANAGEMENT ALLIANCE

## Mass Care & Human Services Committee

Thursday, February 1, 2018 | 1:30 pm

RRPDC | 9211 Forest Hill Avenue Suite 200 Richmond Virginia 23235

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### Agenda

In attendance:

Katie McIlhenny, Richmond HD

Kate McHugh, Richmond HD

Kate Bausman, Richmond HD

Kathy Robins, Richmond OEM

Jada Smith, RRPDC

Donald Hunter, Prince George

**Paul Hundley, Richmond DSS, Chair**

Stacy Calvin, Red Cross

1. **Welcome and Introductions.** The Chair called the meeting to order at 1:34 pm and welcomed all. Everyone introduced themselves.
2. **Approval of the minutes** from November 2<sup>nd</sup>, 2017 meeting. Donald Hunter moved approval of the minutes as presented and Kate Bausman seconded. Motion carried without further discussion.
3. **Old Business**
  - Grants
    - **FY16 SHSP Shelter Equipment Grant** – The Chair stated that Hanover County is the fiduciary for the grant. The Chair asked whether localities which requested shelter equipment have received them and turned in the necessary paperwork. Donald Hunter, Prince George stated they have received their shelter equipment from the grant. The Chair then proposed that the Committee consolidate the numerous spreadsheets on Regional MCHS equipment, such as trailers, phoenix kits, etc. The Committee agreed on the need for a consolidated list, however, Kate Bausman propose how the list will be maintained. The Chair stated that the Chair with the support of the Regional Planner can maintain and update the list (annually). The Chair stated that he will bring a sample spreadsheet on Regional Equipment List, for the next meeting.
    - **FY16 SHSP Shelter Training Grant – Richmond**
      - **Remaining Funding** – The Chair noted that there are still \$28,000 remaining funds for the grant. He stated that there is a need for creative ideas for training and exercises to spend the funds before the end of the grant cycle in March 2018. With the approval of the Committee, the Chair will ask for an extension

from VDEM. The Chair motioned, Donald moved and David seconded. The Chair noted that excess grant funding is due to interruptions, lack of/change in staff, and less money need to train the expected goal. However, the grant training has reach more individuals than anticipated in the initial grant application.

- The Chair discussed that Richmond put on a Psychological First Aid class for its Social Services members. The Chair stated that the class was very well received and will host more classes later this year. Donald Hunter asked about the curriculum and whether the information can be send out to locality. The Chair stated that there is a national curriculum and he will send the information to the Regional Planner to distribute to the Committee. The Chair stated he will purchase 250 copies of the Psychological First Aid manuals and asked for a motion. Kate Bausman motioned and David Calkins seconded, approved with no further discussion.

#### 4. New Business

- FY17 SHSP Grant Award
  - **FY17 Shelter Training Grant - \$49,275.00**
    - The Chair proposed that the Committee continue with the current curriculum and broaden courses for health service needs. The Chair also proposed the use of grant funding for a Regional Mass Care and Human Service exercise through a third-party entity, such as the Olson Group. The Chair stated he will start looking for quotes for the conduction of two regional exercises tailored to localities.
  - **FY17 Shelter Equipment Grant - \$68,320.00**
    - **Equipment localities requested:** included FlyAway kits and wristbands, pet shelter trailer, mobile AEDs, and infant shelter kits. Hanover requested a pet trailer. In addition, 50 baby boxes will be ordered and 2 boxes will be given for each locality.
      - a. Pet Trailer Quote: 19,898.86
      - b. Infant Shelter Kits: 63.50 each x 50 = \$3,175.00
      - c. Zoll AED: 1350.00 each x 25 quantity - \$33,750
    - The Chair asked for a motioned to purchase Zoll AED or Phillips AED. Motion approved from Donald Hunter, Kate Bausman seconded. No further discussion.
    - Infant Shelter Kits may be separated (25) – Richmond and (25) – Chesterfield for shipping, so the Regional Planner will check on how much shipping will cost to ensure that it does not exceed budget.
    - Lastly, the Chair proposed recommendations on FY18 project proposal. The Chair asked the Committee to look at the THIRA and come back next meeting with suggestions on FY18 grant proposal.

#### 5. Open discussion, comments, announcements

*David Calkin* (VDH) – James Moss was promoted to the Strategic Stockpile Coordinator. David is currently working as the interim, Central Region Emergency Coordinator. Mark

Magner will be returning from the Guard to work as the Central Region Emergency Coordinator for VDH.

*Katie McElheny* (VDH) – Paul led a shelter training for the clinical staff and then had a health service specific training.

*Donald Hunter* (Prince George) – Prince George is hosting a Toddler Fair on April 14<sup>th</sup> that provides hearing, eye, and physical exams for underprivileged children.

*Stacy Calvin* (Red Cross) - Maria Biava, is the new Disaster Program Specialist for the American Red Cross Virginia Region.

Meeting adjourned at 2:35 pm.

Next meeting: **March 1, 2018 at 1:30 pm** at a Richmond Regional Planning District Commission.

Respectfully submitted,

Jada Smith