

# CENTRAL VIRGINIA EMERGENCY MANAGEMENT ALLIANCE

## Mass Care & Human Services Committee

Thursday, August 3<sup>rd</sup>, 2018 | 1:30 pm

RRPDC | 9211 Forest Hill Avenue Suite 200 Richmond Virginia 23235

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### Minutes

In attendance:

Mike Magner, VDH

Jada Smith, RRPDC

David Caulkins, Henrico HD

Steve Rykal, Hanover HD

Maria Biava, Red Cross

Donald Hunter, Prince George

Michelle Faschner Prince George

Beverly Brandt, Colonial Heights

Elizabeth Hope, Charles City

Abigail Hobbs, Chickahominy HD

Anna McCray, Henrico

Aaron Lee, Virginia Baptist Disaster Response

Altise Street, 211

Kate Bausman, Richmond HD

**Ginny Ferguson, Hanover (Vice Chair)**

Darshan Parikh, VDEM

Rober Hudson, Red Cross

Donald Dohmann, Salvation Army

Katie Moody, RRPDC

**Paul Hundley, Richmond (Chair)**

Meredith Snellings, Red Cross

Michelle Johnson, Charles City

Deborah Whitacre, VDH

Amory James, FeedMore

Alyssa Lewis, Henrico HD

1. **Welcome and Introductions.** The Chair called the meeting to order at 1:29 pm and welcomed all. Everyone introduced themselves.
2. **Approval of the minutes** from June 6th, 2018 meeting. Paul Hundley and Donald Hunter moved approval of the minutes as presented and David Caulkins seconded. Motion carried without further discussion.
3. **Old Business**
  - Grants
    - **FY16 SHSP Shelter Training Grant –**
      - The Chair reported that he has submitted the final report and final request for reimbursement. Total numbers were approximate 990 individuals trained in shelter and mass care training. Spent 82% of the available funds, or about \$9,000.
      - Ginny Ferguson offered feedback and thought the training was excellent. She also suggested adding Narcan training. The local health district could provide the training for free and would not need to use grant funds.
4. **New Business**

- FY17 SHSP Grant Award
  - **FY17 Shelter Training Grant - \$49,275.00**
    - The Chair reported that we have spent about \$7,000 so far of this amount. Another approximate \$3,000 is committed – so now down to about \$40,000. We had previously discussed using the funds for a fall forum – the Chair does not foresee being able to use these funds in the fall, and in time to host the forum. He encouraged all localities to use the funds for their training efforts.
    - Some of the types of trainings could be exercises, EWA Phoenix Training, CPR and AED training, feeding plan within shelters, or anything relative to your shelter plan for shelter workforce or partners engaged in sheltering. The Chair also encouraged VOAD members to work with their localities on using these training funds.
    - If you go on the CVEMA website, there is a shelter training form available for organizations to use if they are requesting specific types of training. The form allows us to keep track of the funds being committed.
  - **FY17 Shelter Equipment Grant - \$68,320.00 (\$34,569.88 remaining)**
    - 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 - \$33,750.00
  - Katie Moody reported that we purchased the 25 AED's back in May/June, and there were delivered to Paul. Paul has brought six today to distribute to representatives of localities. We have an equipment transfer form/ownership form that will need to be signed – these forms are so we can keep inventory of assets bought with the grant money that the PDC is managing.
  - The PDC is still working on the legal logistics of purchasing the Pet Trailer, but Katie will begin processes to go ahead and purchase the shelter kits.
- **Regional Feeding MOU Discussion w/ FeedMore**
  - **Development of Regional Feeding Plan Template**
    - The Chair noted that there is a significant pool of resources that exists in the Virginia Capital Region – the Virginia-area VOAD. We would like to engage these groups in these committees and invite them to our MCHS Committee meetings at least twice a year and combine an agenda, so we could have an opportunity to engage together. Anna noted that it would be very beneficial from an emergency management representative perspective. Donald also noted that if we must have an activation and need to utilize these resources, it could be forum for feedback and how we can improve these. Deborah suggested perhaps making it a full afternoon where we could have an exercise or activity to practice and flush out some of these sheltering strategies, as well as networking – make the meeting time worthwhile. The committee approved to have at least two combined CVEMA/VCAVOAD meetings per year. Aaron and Paul would talk further about future dates for these combined meetings. The meetings would take place approximately every 6 months around the quarterly VOAD meetings.

- There had been some discussion in CVEMA surrounding the creation/development of a Regional Feeding MOU and what types of events that localities could tap in to the Food Bank and the FeedMore community kitchen – as a way of building breadth and backing in case we need this level of engagement down the road. Paul had a meeting with the new COO of FeedMore, with the potential of the City of Richmond having an MOU for these resources. The FeedMore COO suggested that he would rather have a Regional MOU that was inclusive of all the localities in the region, instead of having 25 different MOUs for each locality. Anna asked if the Food Bank’s footprint also matched that of CVEMA – Amory confirmed that the footprint does always exactly mirror that of CVEMA’s. Anna suggested that FeedMore present at one of the monthly CVEMA meetings and suggested that EM’s go back to advocate for this regional plan.
- Meredith noted that she did not want to nullify the existing agreements between non-profit partners with the creation of Regional Feeding MOU. Paul commented that he did not think that this would conflict, as it would be an alternative path to accessing FeedMore and the community kitchen outside of the norm. If we have a disaster, for instance, and the Red Cross’s resources are taxed, the locality has a more direct path to provide support and resources. This is certainly not a replacement for any MOU that is already in place. The document should outline that the MOU is for local government but does not necessarily not include nonprofit partners like the Red Cross, if the assistance is needed. Paul suggested that those interested in being in a smaller committee or group to discuss this should email him. Anna said that Henrico had already started writing up an MOU with FeedMore and would offer that as a resource for creating the regional plan.
- Paul noted that we had potentially thought to develop a template that would provide guidelines and boundaries for our feeding partners, but also a “menu” of services, or something that would help guide us as a region that would help us evaluate potential service sites, guidelines regarding disposal of gray water, etc. Anna supported this idea – she thought it would help let the local EM’s know what services the VOAD members can bring and give the organizations an opportunity to practice and exercise their members/services. Paul also noted that the FY18 grant was worded differently to be broader and include funding for practicing the MOU, etc.

## 5. Open discussion, comments, announcements

*Maria Biava* (Red Cross) – Hurricane season starting – making sure all shelter agreements are in place. The Red cross will be working on getting in touch with all local EM’s to get information ready for hurricane season.

*Katie Moody* (RRPDC)– All CVEMA FY17 SHSP grants’ quarterly reports were submitted back in July – they were due July 15<sup>th</sup>. We also recently purchased some pet CPR

manikins with the CERT grant that are available to the region as a resource. Donald is storing them in Prince George.

*Paul Hundley* (Richmond) – City of Richmond is planning to host a 2-day shelter exercise. Preparathon will be happening this month. The City is looking to partner with the Science Museum for next year for this event if it does not receive funding to hold it again.

*Anna McRay* (Henrico) – Annual review of the Continuous Improvement Plan is coming up. Everyone in committees should be looking at their tasks and objectives for their projects and send Anna an update on these by November 1st. Henrico is now working on tackling a new population – unlicensed recovery homes. These are not like adult living facilities that are licensed by the DSS. From an EM perspective, we want to have an effective outreach and network to these homes.

*David Caulkins* (Henrico HD) – Dr. Ovula is now the director of Henrico Health District – will be aligning a lot of initiatives with the City. Continuing to work on Code Prep. Just received 115 emergency kits for seniors and those with dialysis, increasing resiliency with the medically vulnerable populations. This equipment will be on hand at the shelters. We will also be putting together training for public health nurses.

*Steve Rykal* (Hanover HD)– Hanover had participated in a radiological response exercise a couple weeks ago.

*Roger Hudson* (Red Cross)– happy to be here today. The Red Cross does do shelter exercises. The Red Cross has given some feedback on the state shelter plan.

*Mike Magner* (VDH)– The State Sheltering Plan was released earlier in the month. The State will now be relying on localities to handle shelters, and the state will come in the set-up shelters as a last resort.

Meeting adjourned at 3:16 pm.

Next meeting: **September 6<sup>th</sup>, at 1:30 pm** at a Richmond Regional Planning District Commission.

Respectfully submitted,

Katie Moody