

**Rappahannock EMS Council
Disaster Committee
October 5, 2005**

Call to order: Billy Shelton called the meeting to order at 1:00 P.M. at the Mary Washington Hospital Conference Room (Basement). All of the attendees were welcomed to the October Meeting. Each attendee introduced himself or herself.

Members Present: Tom Mc Coy, Joe Saitta, W. G. Shelton Jr., and Carol Shelton

Others Present: Tina Skinner, Staff; Sharon Selby, Bill Yeatman

Excused: Eddie Allen, Doug Boggs, Dr. Robert Fines, Ed Fuzy, Paula Shaver, Bruce Sterling, and Wendy Shepherd

Minutes: The June 2005 Minutes were approved as printed on a motion by Joe Saitta and Tom Mc Coy.

REMS Executive Director Report: Tina Skinner reported the following:

- VDEM has advertised for a Terrorism Instructor for the Richmond Office
- HAZ Mat Awareness Training has been requested. Looking at conducting a course for Life Care and Chancellor Fire Department. Tina working to secure Glen Rudner to assist.
- Virginia Hospital and Health Care is sponsoring a forum on “Regional Response to Disasters” in the Northern Region (Harrisonburg) on October 13, 2005. .Karen Owens at OEMS is the point of contact.
- Post Boy Scout Jamboree Critique was conducted by REMS with participating agencies and Office of EMS present. Great exercise to identify our strengths and weaknesses. The major concerns were identified as communications, Unified Command, the need for more military coordination, Command Interface, hospital coordination and many others. It was agreed that Tina Skinner will contact the BSA to better define the roles for 2010 and ensure EMS is at the table for any pre-plan meetings that may already be scheduled. (**Action Item – Skinner**) It was noted that the Commonwealth of Virginia does have concurrent jurisdiction on Fort A. P. Hill. Joe Saitta will also be providing the VDH’s After Action Report on the Boy Scout Jamboree. (**Action Item - Saitta**) Tina will also provide a copy of our After Action to the committee, Commissioner of Health, and the BSA as well.

Jurisdictional Reports:

Virginia Department of Health reported that 42 people attended the training program on Terrorist Bombings. VDH has conducted a clinic for Hurricane

Evacuees last Friday that was very successful. As a reminder, flu shots will be available for first responders soon. Joe also reported that Leah will be leaving soon for a new job; she will be missed.

Mary Washington Hospital reported that the NOVA Drill had been postponed. The new MEDCOM System will connect 13 regional hospitals and eventually align to WEBEOC in the NW Region soon. MWH reported that threat assessments for health care in the Fredericksburg Area will be conducted in the near future. INOVA will also be participating. Additional HAZ MAT training will be offered at the hospital in the future. Coordination will be made with VDEM's Glen Rudner.

Counter-Terrorism Task Force reported on the Tularemia incident in Washington D. C. that is still being investigated. Questions were posed on whether this could have been a trial run for terrorists? There is an interest in conducting suicide prevention classes

Fredericksburg and Spotsylvania County have geared up with CERT Classes. There is still no word from Stafford County on its program. King George has already conducted several classes.

There will be a multi-state exercise conducted on October 24th.

New Business:

Tina requested that Mary Washington Hospital assist in coordinating an After Action Report/Case Studies Training Program on past HAZ MAT incidents in which patients were transported to the hospital. Would be a great learning tool for both hospital and EMS staff. REMS will apply for CEU's if MWH will host the training event. Tom McCoy agreed to work on coordinating this in the next few months. (**Action Item – McCoy**).

MWH reported that the Fire Departments can now use the manifold for decontamination purposes. More will follow in the future including the use of the old Decon Tent for training.

Next Meeting:

November 1, 2005 at MWH 1st Floor West Conference Room

Adjournment:

2:01 PM

**Rappahannock EMS Council
Disaster Committee
November 1, 2005**

Call to order: Billy Shelton called the meeting to order at 1:00 P.M. at the Mary Washington Hospital Conference Room First Floor.

All of the attendees were welcomed to the November Meeting. Each attendee introduced himself or herself.

Members Present: Joe Saitta, Tina Skinner, W. G. Shelton Jr., Carol Shelton, Paula Shaver,

Others Present: Sharon Selby, and Marianna Bedway.

Excused: Doug Boggs, Bruce Sterling, Mark Garnett, Ed Fuzy, Wendy Shephard, and Dr. Fines

Minutes: The October 2005 Minutes were approved as printed on a motion by Joe Saitta.

REMS Executive Director Report: Tina Skinner reported the following:

- ❑ Action item regarding the After Action Reports on the 2005 Boy Scout Jamboree has been completed and forwarded.
- ❑ BSA has not advised REMS of any national meetings since the Jamboree ended. Tina will maintain contact with her BSA Liaison.
- ❑ Don Wilson, BSA Chairman, has retired.

Jurisdictional Reports:

American Red Cross reported that Hurricane Katrina work in the Fredericksburg Area has been completed. The deployments are downsizing; most deployed are working on damage assessments.

Virginia Department of Health reported a new Epidemiologist (Elizabeth Lowery) has reported for duty at the Fredericksburg Health Department. Saitta reported that 22 personnel are enrolled in the CERT Class in Fredericksburg.

Mary Washington Hospital reported that a Surge Meeting is scheduled for staff on November 2, 2005 to explore an internal surge plan. The MWH Consultant is working on the back-up plan. More will follow next month.

Terrorism Task Force reported on the Medical Corps Disaster Health Services coordinating efforts with the American Red Cross. Isolation and quarantine training is being planned in four distinct phases (more will come later). Pandemic

flu potential was discussed. This is a major concern to VDH. Special shelters are also being considered.

Quantico MCB has purchased WEBEOC but it will not be deployed until later due to coordination efforts with Prince William County, Stafford County, and the National Capitol Region to explore standardization of boards. Deployment of WebEOC at MCB Quantico is contingent upon the purchase and installation of new computers (ones that are not dependent on the Navy Marine Corps Intranet) and not jurisdictional synchronization, however, we will be working with Prince William and Stafford counties to develop similar status boards for continuity purposes.

NIM 700 is available through a self study program with on-line testing or testing through the Virginia Department of Fire Programs.

Terrorism and Security Awareness Training Overview is available through the Commonwealth of Virginia Office of Commonwealth Preparedness. The program is approximately two hours in length and provides a generic overview. Billy Shelton can provide additional information on the program.

Old Business:

Can Mary Washington Hospital provide an After Action Report/Case Studies Training Program on HAZ MAT incidents in the hospital? REMS will apply for CEU's if MWH will host the training event. [Action Item for Tom Mc Coy](#)

Next Meeting:

December 6, 2005 in the Executive Dining Room at MWH 1 PM

Adjournment:

1:35 PM

**Rappahannock EMS Council
Disaster Committee
December 6, 2005**

Call to order: Billy Shelton called the meeting to order at 1:00 P.M. at the Mary Washington Hospital Executive Dining Room
All of the attendees were welcomed to the December Meeting. Each attendee introduced himself or herself.

Members Present: B. Shelton, E. Allen, D. Boggs, B. Sterling, P. Shaver, W. Shepherd, and Dr. Fines

Excused: J. Saitta, G. Rudner, T. McCoy, T. Skinner, and G. Monnaco

Guests: Sharon Selby

Minutes: The minutes were approved as mailed on a motion by Paula Shaver and Eddie Allen

REMS Executive Director Report: No report

Jurisdictional Reports:

Fredericksburg-Cpt. Bledsoe is conducting training on the new DHS equipment purchased under Federal Grants. The NIMS Resolution will be voted on by the City Council on December 13, 2005.

Spotsylvania County-December 13, 2005 North Anna Terrorism Drill. New trailers for Trench and collapse rescue have been received and stocked.

VDEM reported that George Foresman will be moving to the Under Secretary for Preparedness at DHS. A number of new positions have been filled at VDEM.

Dr. Fines-No report

King George County- Wendy reported on the Incident Management Team Operation in Cameron Parrish, LA with Bruce Sterling and Doug Boggs. Team members were deployed for 17 days living in tents and operating in an area that was virtually destroyed by the hurricanes. FEMA also deployed its new Disaster Medical Assistance Team (DMAT) including the new mobile hospital. Wendy, Doug, and Bruce were asked to do a training program for the REMS Area on their recent deployment. The program can provide valuable insight and planning for the Fredericksburg Area.

Mary Washington Hospital-The meeting on surge capacity is still a work in progress. More information will be provided in the future.

Red Cross reported that it has closed out all Hurricane Katrina assistance for the Rappahannock Chapter. Motels were closed out by FEMA.

Unfinished Business: None

New Business: Discussed the flu and how it mutates each year. There is a larger threat this year due to the mutations. Dr. Fines explained the process with vaccines and immunities. There was also a discussion regarding avian (bird) flu could impact the region. Culpeper has recently conducted a tabletop exercise for its first responders to prepare for a flu epidemic. It was recommended that the Fredericksburg Area contact the Virginia Department of Health for a briefing or tabletop for this area's first responders. (Tasking to REMS Executive Director).

Wendy Shepherd recommended that the Mass Casualty List of equipment approved by the Disaster Committee for all ambulances be incorporated as a requirement by REMS and forwarded to OEMS for action statewide. (Tasking REMS Executive Director)

Next Meeting: January 3, 2006 at MWH First Floor Conference Room

Adjourned: 1:53PM

**Rappahannock EMS Council
Disaster Committee
January 3, 2006**

Call to order: Billy Shelton called the meeting to order at 1:00 P.M. at the Mary Washington Hospital Executive Dining Room Conference Room. All of the attendees were welcomed to the January Meeting. Each attendee introduced himself or herself.

Members Present: B. Shelton, G. Rudner, J. Saitta, R. Sutherland, G. Monago, T. Mc Coy, P. Shaver, B. Sterling, and T. Skinner.

Excused: E. Allen, K. Hatter, E. Fuzy, Dr. Fines, W. Shepherd, and E. Lasky

Guests: E. Lowery, M. Bledsoe,

Minutes: The minutes were approved as mailed on a motion by G. Rudner and T. McCoy

REMS Executive Director Report: Virginia Department of Health will conduct a Pandemic Flu Program on January 25, 2006 at the Medical Arts Building from 7-9 P.M. for the Infection Control Officers.

The MCI list of equipment will be re-distributed to the local rescue units.

Jurisdictional Reports:

Stafford County- R. Sutherland is the new Assistant Fire Chief for Operations. A new position for Emergency Management has been created.

City of Fredericksburg- No report

Virginia Department of Health- New epidemiologist, Elizabeth Lowery, was introduced by Dr. Saitta for the VDH. Fredericksburg will be hosting another CERT Class commencing February 1, 2006.

Mary Washington Hospital- planning on CERT classes for hospital staff personnel, Surge Plan is still being formulated, no word on the CHEMPAK color coding for the counties, and working on the lessons learned class from the Emergency Department on Hazardous Materials.

Fauquier County Hospital-expanding the Emergency Department to 29 beds in 2006, participated in the Patriot Drill Exercises, working on evacuation plans and decontamination capability/training.

Virginia Department of Emergency Management- B. Sterling has re-located his office to Orange, new equipment has been placed on Hazardous Materials Officer vehicles for more rapid detection/analysis, more training will be offered including the 8-hour HMA and De-Con awareness training, the new Virginia Emergency Operation Center will be open to tours after its opening in January 2006.

American Red Cross- no report

Counter Terrorism Task Force (CTTF): No report

Unfinished Business: Bruce Sterling was asked to provide a coordinated presentation on the Incident Management Team Efforts from the recent deployment in Cameron Parrish, LA.

New Business: Dr. Joe Saitta and Elizabeth Lowery provided a very informative presentation on Pandemic Flu. This program will be offered to Fire and Rescue Units and to Law Enforcement Agencies in the REMS Area.

TASKING: It was recommended to have the President Dillard appoint a Law Enforcement Representative on the Disaster Committee.

B. Shelton reported that the REMS BOD have asked the Disaster Committee to form a working group to coordinate Pandemic Flu Training for the region's first responders including local and state law enforcement.

Next Meeting: February 7, 2006 in Auditorium 1(Lower Level) at Mary Washington Hospital

**Rappahannock EMS Council
Disaster Committee Meeting
February 7, 2006**

Call to order: Chairman, Billy Shelton called the meeting to order at 1:00 P.M. at the Mary Washington Hospital Auditorium # 1. All of the attendees were welcomed to the meeting. Each attendee introduced himself or herself.

Members Present: Billy Shelton, Joe Saitta, Glen Rudner, Eric Lasky, Robert Fines, Eddie Allen, Wendy Shepherd, Ed Fuzy, Roger Sutherland, Tom Mc Coy, Eddie Peck, Paula Shaver

Excused: Doug Boggs, Gene Monago, Tina Skinner

Guests: B. Sterling, P. Kelley

Minutes: Motion made by Rudner and seconded by Saitta to accept the January minutes as mailed. Minutes were passed unanimously.

REMS Executive Director Report: No report. Excused from meeting

Jurisdictional Reports:

Spotsylvania County - Attending Surry Nuclear Power Plant Drill. New radio system is being installed in the county.

King George County - No report

Stafford County - No report

Caroline County - No report

City of Fredericksburg - No report

Virginia Department of Health - April 27, 2006 Isolation and Quarantine Class for fire, EMS, and emergency management will be held at the Fredericksburg Holiday Inn Select; 18 personnel enrolled in the Fredericksburg CERT Class.

Mary Washington Hospital - Will be conducting drills with MCB Quantico Clinic on pandemic flu. Additional drills with the MCB will also be conducted later in the spring.

Virginia Department of Emergency Management - Vertex Exercise April 27th; March 9th Communication Exercise; and February 16, Senior Leadership Vertex Meeting.

Counter-terrorism Task Force (CTTF): Pandemic Flu drill in the Fall 06 (State-wide Exercise). April 27, 2006 Community Based Emergency Response Seminar: Isolation and Quarantine.

Unfinished Business: Bruce Sterling, VDEM, presented a very informative overview of the Regional Response to Hurricane Rita in Cameron Parish, LA. The related duties of the Incident Management Team (IMT) were briefed in detail.

New Business: Tom Mc Coy, MWH, discussed the surge capacity plan of the hospital and its interface with the National Capitol Region (NCR). MWH has 137 beds dedicated to the surge plan for NCR's 1,000 plus bed requirement. The MCB Quantico Drill will exercise the surge plan.

Ed Fuzy, Caroline County, thanked those who worked on the Jamboree this year during his absence.

G. Rudner reported on the new DHS Grant Program that will have major changes for the 2006 grant cycle.

Adjourned: 2:10 P.M.

Next Meeting: The next meeting will be March 7, 2006 in Classroom A & B at Mary Washington Hospital.

**Rappahannock EMS Council
Disaster Committee
March 7, 2006**

Call to order: Joe Saitta called the meeting to order at 1:00 P.M. at Mary Washington Hospital in the excused absence of Chairman Billy Shelton. All attendees were welcomed.

Members Present: Eddie Allen, Doug Boggs, Rob Fines, Ed Fuzy, Tom McCoy, Joe Saitta, Paula Shaver, Wendy Shepherd, Edwin Peck, Tom McCoy and Tina Skinner.

Excused: Billy Shelton, Glen Rudner

Guests: Mark Bledsoe – City of Fredericksburg; Glenda Gotshall – MWH Infection Control; Bruce Sterling – VDEM; Brent Taylor – Fredericksburg Police; Don Taylor – Spotsylvania Fire & Rescue;

Minutes: The February 7, 2006 minutes were approved as presented on a motion by Tom McCoy, and Eddie Peck.

REMS Report: No action items from the previous meeting. The annual review of the Council's Regional Mass Casualty Incident Plan is coming due. Requested the committee to look over the current plan and be prepared to make suggestions at the next committee meeting in April. The MCI plan can be viewed on the council's web site at www.rems.vaems.org under "policies and protocols". Would like the committee to present their recommendations to the Council Board no later than June 2006. (Action Item – Disaster Committee Members)

Jurisdiction/Agency Reports:

Caroline County – Ed Fuzy: No Report.

City of Fredericksburg Police Department – Brent Taylor: Advised the committee that the Coors tanks are in the process of being moved. The route includes the City of Fredericksburg on Routes 1 and 3. There will be diverted traffic and slow moving traffic expected during this project. Two tanks are scheduled to be moved this evening. Remind EMS and Fire agencies to monitor the posted signs and announcements on this.

City of Fredericksburg Fire Department – Eddie Allen: Just finishing a CERT program and plan to schedule an additional program in May 2006 as it has seen great participation from the community.

King George County – Wendy Shepherd: No Report

Mary Washington Hospital – Tom McCoy: Recently participated in the Quantico table top drill, and later in the month will conduct an actual drill with ten patients expected to be received. The HRSA budget finalized and approved for equipment purchases by the hospital to include such items as battery operated ventilators, isolation equipment, and a sim-man for training. No report from the Emergency Department.

Rappahannock Health District – Joe Saitta: Reminder of the April 27, 2006 Community Based Emergency Response Seminar on isolation, quarantine and pandemic flu. CEUs will be available. Feel this is an important seminar for our public safety personnel. 71 participants are registered to date – can accept up to 150. The REMS office will fax out the flyer again. A Basic Public Information Officer Course is also being planned for April 5 & 6, 2006 at the Fredericksburg Health Department at no cost.

Red Cross – Paula Shaver: Americorp is coming to update shelter agreements with our jurisdictions, may be called upon for assistance. The Red Cross Disaster Training is scheduled to begin in April 2006 and runs through June.

Spotsylvania Fire & Rescue - Doug Boggs: The next full scale North Anna exercise is planned for December 5, 2006.

Spotsylvania Sheriff's Department – Eddie Peck: Reported on some general activity with no specific report for the Disaster Committee.

Virginia Department of Emergency Management – Bruce Sterling: Have a communications exercise planned this week for the EOC. The VERTEX exercise is planned for April 27, 2006. A Region 2 Homeland Security Exercise is being planned for November 6, 2006 at the Fredericksburg Convention Center to include an all day seminar and scenario exercises.

Unfinished Business: None

New Business: Joe Saitta handed out information for the committee to begin working on a regional plan for Pandemic Flu. The document outlined the proposed goals and initial objectives. Committee members were asked to work on the document and be prepared to discuss at the April meeting. **(Action Item – Committee Members)**

Don Taylor shared a presentation he recently gave to the Governor's EMS Advisory Board on Pandemic Flu. Chairman Billy Shelton has invited Don to begin working with our group on regional planning for pandemic flu.

Joe Saitta asked that all localities email him their Local Emergency Operations Plans so he may input into the Annex for the Health Department. **(Action Item – Localities)**

The meeting adjourned at 2:15 p.m. with the next regular meeting scheduled for **April 18, 2006, 1:00 p.m. at Mary Washington Hospital 3 West Conference Room.**

**Pandemic Flu Working Group
Goals & Objectives
March 6, 2006**

Proposed Goal: Improve the Rappahannock area's preparedness to manage a pandemic flu outbreak.

Proposed Initial Objectives:

1. Training: Provide training on pandemic flu issues to area public safety and medical professionals on at least 2 occasions in 2006.
2. Media: Work with area media to develop pandemic flu preparedness print articles and radio interviews.
3. Public Education: Offer speakers and classes to public groups on the issues associated with pandemic flu.
4. Hospital Surge: Develop methods to expand our regions hospital's surge capabilities.
5. Pharmaceuticals Distribution: Initiate memoranda of understanding for receipt and distribution of pharmaceuticals to public safety and medical professionals. (Use the University of Mary Washington draft memo as guidance)
6. Other Objectives: Discuss at length at April committee meeting.

Rappahannock EMS Council Disaster Committee

Call to order: Billy Shelton called the meeting to order at 1:00 P.M. at the Mary Washington Hospital 3rd Floor West Conference Room.

All of the attendees were welcomed to the Meeting. Each attendee introduced himself or herself.

Members Present: P. Shaver, Bruce Sterling, Doug Boggs, Eric Lasky, Joe Saitta, Elizabeth Lowery, & B. Shelton

Excused members: E. Allen, E. Fury, T. Mc Coy, & W. Shepherd

Guests: C. Nolan (MWH), S. Walsh (VOAD), B. Yeatman (MWH), G. Waple (RMRC), D. Taylor Spotsylvania F & R), S. Selby (MWH), P. Kelley (Stafford Sheriff), & N. Root (MWH)

Minutes: The minutes were approved as e-mailed.

REMS Executive Director Report: None

Jurisdictional Reports:

- Spotsylvania County-planning a tabletop exercise on May 10, 2006 on avian flu. The tabletop will have three scenarios. Location will be announced but the projected time is 0830-1200. Spotsylvania will conduct a full scale graded exercise on December 5, 2006 for the Lake Anna Nuclear Power Plant. Mary Washington Hospital involvement is to be determined. An out of sequence drill will be conducted at Courtland High School in October (Official date to be announced later).
- City of Fredericksburg, Stafford County, Caroline County, and King George County were not present.
- Virginia Department of Health-April 27, 2006 Community Based Emergency Response Seminar: Isolation and Quarantine at the Holiday Inn Select. The seminar is free with registration required. Various CEU's are offered for attendees.
- Mary Washington Hospital- Natalie Root and Cathy Nowlan have recently completed disaster training at the Noble Center.
- Virginia Department of Emergency Management- regional senior leader exercise will be conducted in Region 2 during November 2006 (date TBD) at the Fredericksburg Expo Center at 0900. Tentative plans are for a tabletop exercise employing all five ICS functions.

- American Red Cross-disaster core classes are on-going on Thursday Nights this spring and again in the fall. May 3-5 ARC will exercise its Disaster Plan.

Counter Terrorism Task Force (CTTF): VDH has reviewed most of the Health Annexes in the area's Emergency Operations Plan. If you have not had yours reviewed, please contact Joe Saitta. Saitta announced at Weapons of Mass Destruction (WMD) Class in the future at Fort Lee co-hosted by the FBI.

Unfinished Business: There were no recommended changes to the Mass Casualty Plan for REMS. The Pandemic Flu Working Group announced a Statewide Health Exercise titled "Fowl Play" for October 24-26, 2006. More will follow later and information is posted on the VDH web site (www.vdh.virginia.gov/pandemic flu).

Spotsylvania County has planned Pandemic Flu drills for its county and has recommended a textbook by Dr. Jeffrey Greene on Pandemic Flu

New Business: Joe Saitta discussed the Pandemic Flu working Group's preliminary goals and objectives. It was recommended to add two subsets under Training:

1. Training for medical directors on flu triage
2. Additional training sessions for infection control officers

A number of personnel in attendance signed up for the six respective objectives. It was suggested that the REMS Council Board of Directors provide personnel for the media and public education. (Action Items REMS)

Joe Saitta discussed the Hospital Surge Program that meets the NOVA requirement for 137 beds. Can MWH meet the staffing requirement? (Action item for MWH)

It was discussed whether the University of Mary Washington will be allowed to distribute meds in the event of a flu epidemic.

REMS needs to re-send the Mass Casualty Plan out to agencies who have not seen the document. It is posted on the REMS web site for downloading according to the Executive Director of REMS.

Elizabeth Lowery, VDH, reported that surveillance has been stepped up in Alaska to monitor migratory birds coming from Russia as a precautionary measure.

Culpeper is offering a NIMS Class on May 25th. Please register on-line with VDEM two weeks prior to the class.

VOAD will conduct training in October with NIMS being one of the subjects.
Please contact Sarah Walsh at 540-371-5268 for additional information

Next Meeting: May 2, 2006 at MWH 1 Floor West conference Room at 1300

MINUTES
Rappahannock EMS Council
Disaster Committee Meeting
May 2, 2006

1. **Members Present:** Joe Saitta, Tom McCoy, Wendy Shepherd, Bruce Sterling, Doug Boggs, Ed Fuzy

Others Present: Marianna Bedway, Glenda Gotshall, Lorie Ross, Natalie Root, Cathy Nowlan, Sheila Church, Don Hall, Cynthia Crandell

Excused: Billy Shelton, Eddie Allen, Eric Lasky, Paula Shaver, Gene Monago, Tina Skinner.

Meeting Chair: Joe Saitta in absence of Billy Shelton. Meeting called to order at 1:00 p.m. at Mary Washington Hospital 1st Floor West Conference Room.

2. **Approval of minutes:** Tom McCoy made the motion, seconded by Doug Boggs to approve the April 2006 minutes.
3. **REMS Report:** No Report.
4. **Jurisdiction/ Agency Reports (Training, Events of interest, or Actual Emergencies):**
- a. **Counties:**
 - Spotsylvania County's exercise is still "on" for May 10th.
 - b. **City:**
 - Fredericksburg's CERT class starts May 3rd.
 - c. **Virginia Department of Health:** April 27th Emergency Response Seminar Report: **136** completed the program.

d. Hospital:

- Marine Corps Base-Quantico exercise went well. The Hospital will determine if an after action report is available.
- Please contact Tom McCoy if you need a copy of the Northern Virginia hospitals' surge plan.

e. Virginia Department of Emergency Management:

- A HSEEP training exercise will be held on November 16th at the Fredericksburg Expo Center (hours: 10-2).
- There will be a NIMS program on May 25th in Culpeper for the Rappahannock-Rapidan Medical Reserve Corps. Spaces are available: contact Bruce Sterling for more information or use the VDEM website to enroll.

f. Others:

- The Rappahannock MRC will sponsor a West Nile Update on May 4th at 6:30 p.m. at the Health District.

5. Unfinished Business:

- REMS report on media and public education** for Pandemic Flu Working Group: delayed until next meeting.
- Mass Casualty Plan:** posted on REMSC website. Any suggested changes or discussion please notify Tina Skinner.
- Discussion on Mary Washington Hospital's Surge Program (Can MWH meet the staffing requirement?):** The Hospital believes it has the 137 beds specified. However, staffing is difficult to compute, since the ratio of caregivers to patients may change depending on the disease involved, its communicability, morbidity and mortality rate, etc. Several members present also serve on the Hospital's surge committee. Glenda Gotshall has agreed to update the REMSC Disaster Committee at the next meeting. **(Agenda Item)**

- d. **NIMS Self Study Packages:** provided to Stafford County Sheriff's Department. If others need these materials contact Billy Shelton.

6. New Business:

- Red Cross Chapter has a tabletop exercise on May 4th.

7. Next Meeting Date: June 13th at 1 West Conference Room.

Pandemic Flu Working Group Meeting

The Group discussed the goal and objectives approved at the April meeting. These will be used to guide the group's activities in the next several months. In particular, it decided to devote time to the discussion of training, media, and hospital surge (numbers 1, 2, and 4; respectively).

Proposed Goal: improve the Rappahannock area's preparedness to manage a pandemic flu outbreak.

Objectives:

1. **Training:** Provide training on pandemic flu issues to area public safety and medical professionals on at least 2 occasions in 2006.

There has already been one training event (the April 27th Community-Based Emergency Response Seminar). The Group decided to individually brainstorm ideas for future trainings and then discuss them at the June meeting.

Initial group members: Don Taylor, Doug Boggs, Joe Saitta, Lorie Ros, and Wendy Shepherd.

2. **Media:** Work with area media to develop pandemic flu preparedness print articles and radio interviews.

The Health District is in discussions with Jim Hall at the Free-Lance Star to conduct a series of brief articles on pan flu public preparedness. Other options need to be developed.

Initial group members: Joe Saitta and Tina Skinner.

3. **Public Education:** Offer speakers and classes to public groups on the issues associated with pandemic flu.

Initial group members: Sarah Walsh, Joe Saitta, and Paula Shaver.

4. **Hospital Surge:** Develop methods to expand Mary Washington Hospital's surge capabilities.

Initial group members: Glenda Gotshall, Cathy Nowlan, and Natalie Root.

5. **Pharmaceuticals Distribution:** Initiate memoranda of understanding for receipt and distribution of pharmaceuticals to public safety and medical professionals. (Use the University of Mary Washington draft memo as guidance.)

Initial group members: Bruce Sterling, Grant Waple, Joe Saitta

6. **Other objectives:** The group approved two additions at its April meeting:
 - Medical examiners
 - Infection Control Officers

These groups would be researched to determine what their training needs are and how to address them.

Meeting Closing: The meeting ended at 1:50 p.m.

**Rappahannock EMS Council
Disaster Committee Meeting Minutes
Date: June 13, 2006**

1. **Welcome and Introductions:** Billy Shelton welcomed the attendees to the June 13, 2006 meeting at Mary Washington Hospital 1 West Conference Room. Everyone introduced himself or herself.

Members Present: Billy Shelton, Eddie Peck, Eric Lasky, Dr. Joe Saitta, Tina Skinner, Wendy Shepherd, Bruce Sterling, and Doug Boggs

Others Present: Ray Harvey, Lori Knowles, Elizabeth Lowery, L. Ros, J. Valentine, A. Priola, S. Selby, C. Nowlan, Natalie Root

Members Excused: Eddie Allen, Ed Fuzy, Kathy Hatter, Tom McCoy, Gene Monago, Glen Rudner, and Paula Shaver

2. **Approval of Minutes:** Motion by Dr. Saitta to accept the minutes as mailed. Seconded by E. Lasky and passed unanimously.

3. **Rappahannock EMS Report: Tina Skinner, Executive Director:**
 - a. The Rappahannock-Rapidan Summit for Pandemic Flu will be held on June 21, 2006 at the Culpeper High School from 9 A.M. to 4 P.M.
 - b. Annual elections for the REMS Council officers will be held June 21, 2006. The newly elected President will be reappointing all committee members and reviewing assignments. Current committee terms are for 2 years.
 - c. The Fiscal Year 2007 contract with VDH is being renegotiated. The proposed contract will stand with no changes to our regional disaster planning and required written plans. The MCI plan as currently approved is posted on the council's website.
 - d. We still need to explore the Haz Mat Forum with MWH on lessons learned from the emergency treatment room. Tom McCoy needs to coordinate this for the committee. **(Tasking Tom McCoy and MWH Staff)**

4. Jurisdiction /Agency Reports (Training, Events of Interest, or Actual Emergencies):

- a. Counties: Spotsylvania County has conducted a Pandemic Flu Drill with great success. No reports from Stafford, King George, or Caroline.
- b. City of Fredericksburg: No representative present
- c. Virginia Department of Health: Dr. Joe Saitta, VDH, is coordinating the Pandemic Flu Working Group. Dr. Saitta has established ten separate working groups that will meet at different times and places and report back to the Regional Disaster Committee. Tina Skinner will be added to the Public Education working group. Rappahannock Health District will send out letters to potential members and the Disaster Committee should also make recommendations. VDH and MWH Foundation are jointly funding a Health Educator for Pandemic Flu. The working groups consist of Special Needs, Social Services, Schools, Volunteers, Public Information and Media, Law Enforcement, Fire/ Rescue and Emergency Management, Hospital and Healthcare, Public Education, and Behavioral Health (RACSB).
- d. Hospitals: Trauma is seeking an alternate decon area for the emergency treatment room at MWH. Natalie Root will keep everyone informed on the progress. Elizabeth Lowery will assist with compiling needed resources for Pandemic Flu **(Tasking)**. The hospital is also considering a contingency plan for masking everyone in the event of a pandemic flu outbreak in the ETR.
- e. Virginia Department of Emergency Management: No changes or report

- f. Others: MCB Quantico Fire and EMS reported on preliminary plans for Pandemic Flu. Assistant Fire Chief Ray Harvey reported on the Fire Department assuming the EMS mission; two BLS units are staffed and the ALS program is planned. Quantico will be opening the new Marine Corps Museum on 9-11 November 2006. The event will bring in at least 15,000 visitors to the area. **(Tasking to REMS for notification).**
 - g. It was noted that the NSWC-Dahlgren is developing a DOD Triage System with interoperable equipment and unmanned aircraft for use in DOD and possible use in the U.S. More information will be presented later to the committee.
 - h. Counter Terrorism Task Force: The Virginia State Police Fusion Center recently reported a major increase in pre-paid cell phone purchases by people of Middle Eastern extraction in the Fredericksburg Area. Lt. Peck reported that this ties in with other information from the Fusion Center.
 - i. Unfinished Business: Elizabeth Lowery,VDH, reported 225 cases of pandemic flu (H5N1 Strain) with 128 deaths worldwide (fatality rate is 57%). Bird surveillance is being conducted in Alaska and other areas for Pandemic Flu.
- 5. New Business:** Wendy Shepherd requested protocols/SOP be updated for the regional training for Pandemic Flu e.g. care centers availability at schools, supplies/ logistics, and staffing. **(Tasking: Lori Knowles was asked to update REMS Guidelines & Training Committee on this request and information needed for possible protocol)**

VDH provided attendees a continuous loop CD in English and Spanish on Pandemic Flu. Mary Washington Hospital will play this program on its emergency department's waiting room monitors.

New Business (Continued)

The Disability Resource Center Outreach Coordinator desires to have a program in the future on Pandemic Flu

The REMS Council President, Kevin Dillard, inquired about mandating hazardous materials awareness (HMA) for all responders in the Council region. Dillard is seeking recommendations from this committee. Should HMA be a part of the EMS Curriculum? Please provide your recommendations directly to Tina Skinner prior to next committee meeting for discussion. Another area mentioned was the level of training needed for the telecommunicator. **(Tasking to all members of the Disaster Committee)**

- 6. Next Meeting Date: July 11, 2006 Private Dining Room, MWH
(Tasking: Tom Mc Coy, this room may be too small for the size of the group, would you try to secure a larger meeting room?
REMS has offered it's training room if needed at the Medical Arts Building)**