

**Rappahannock EMS Council
Disaster Committee Minutes
August 2, 2011**

Call to Order: Mark Garnett called the meeting to order at 1:36pm at the Rappahannock EMS Council Training Center.

Members Present:

Mark Garnett, Chair – Caroline
Wayne Green – Culpeper
Ray Harvey – Quantico
Mark Bledsoe – Fredericksburg
Michael Carter- Stafford
Ann Melle – Spotsylvania / Chancellor
Phyllis McBride – Rappahannock Area Chapter Red Cross
Wayne Perry - REMS

Members Excused:

Steve Lynd - King George
Doug Boggs – Spotsylvania
Kathy Hatter – Rappahannock-Rapidan Health District
Joe Taylor – VDEM
Tracy Turman – Fauquier Hospital

Others Present:

Christina Skinner – Mary Washington Hospital EMS Coordinator
Scott Hudson, VDEM

Approval of Minutes: Motion was made, seconded and carried to accept the minutes of the June 7, 2011 meeting as presented.

Special Welcome: Phyllis McBride was welcomed. It is expected that she will be formally appointed to the Committee in the near future.

Reports:

Counties Present to Report:

Caroline County

Caroline is still awaiting the completion of their bus crash after action report. The Central Virginia Incident Management Team is developing this report.

Caroline has supported emergency cooling centers in response to the high heat weather conditions.

Culpeper County

No activity to report

Fredericksburg City

No activity to report

Spotsylvania County

Spotsylvania County has formed a work group that is currently evaluating unit and personnel identifiers against FEMA standards. Ann Melle recommended discussing this as region within the committee. This will be an item for future discussion.

Stafford County

Reported their support of cooling centers and a partial EOC activation in response to the recent high heat weather conditions.

The agency is conducting additional all hazards ICS training with staff.

Regional Council:

The Council participated in the Quantico drill – serving as evaluators.

The have received a MCI plan template from OEMS along with rejection comments on our current MCI plan.

Surge Plan – gathered data from the region. Recommends adding this data as an appendix to the MCI plan.

Other Agencies/Organizations:

Mary Washington Hospital

Mary Washington will be conducting an internal drill on August 23rd to evaluate key areas related to hospital coordination and MCI response. This drill will focus on lessons learned from the Caroline MCI and Quantico drill.

Ms. Skinner also reported that an informational DVD on the RHCC's role is available. Contact the Council for additional information. Mary Washington Hospital will become a backup RHCC secondary site.

Rappahannock Chapter of Red Cross

The Red Cross is currently making changes to their organizational structure and volunteer utilization processes. Volunteers will take a more active role in coordinating responses. They are working on additional shelter supplies that will be available to assist localities.

MCB Quantico

Quantico is currently working on their new training facility / burn building / flashover trainer.

Their June drill produced new data on equipment and communications issues. This has helped identify important topics in their plans and has identified other capabilities to address equipment failures.

They anticipate moving to new multiband portable radios to eliminate the need to carry additional portables when communicating with mutual aid partners.

New Business:

The Council received its review of our current Regional MCI plan from the Virginia Office of EMS. VA OEMS did not accept our last updated plan. The committee reviewed the comments from OEMS and agreed to re-draft our current plan based on the VA OEMS template model and resubmit to OEMS for contractual approval.

Based on the meeting schedule of the Board, the Committee asked the Council staff to request an extension for plan changes until October 31st. This would allow the Council Board to consider the changes at their October 19th meeting.

After much discussion, the committee agreed to adopt the RHCC coordination model for the plan.

The Committee agreed to a two part review and drafting process. Part one will involve transferring current plan data into the template where applicable and addressing the first eight VA OEMS concerns. Part two will address questions 9-16 and add additional information. Email collaboration and conference calls will be used to communicate between committee meetings.

A target date of Oct 10th was established to have the final draft completed in order to have time to send copies to the Board on Oct 14th.

Next Meeting: October 4, 2011 (Tuesday) at 1:30pm – Rappahannock EMS Council Training Center

Adjournment: The meeting was adjourned at 2:56pm.

**Rappahannock EMS Council
Disaster Committee Minutes
October 4, 2011**

Call to Order: Mark Garnett called the meeting to order at 13:36 hours at the Rappahannock EMS Council Training Center.

Members Present:

Mark Garnett, Chair – Caroline
Tom McCoy – MWHC
Ray Harvey – Quantico
Mark Bledsoe – Fredericksburg
Michael Carter- Stafford
Emily Smith – Rapp Area Health District
Phyllis McBride – Rappahannock Area Chapter Red Cross

Others Present:

Christina Skinner, MWHC

Members Excused:

Doug Boggs, Wayne Green, Denice Greene, Ann Melle, , Joe Taylo4

General Discussion:

The Chair dispensed with the normal agenda items so that the committee could focus on last minute changes to the proposed REMS Mass Causality Plan.

Copies of the current draft were distributed and discussed. The following items were discussed:

1. Timeline - last date to send to Board for review – Oct 15th (REMS Board meets in October)
2. Format / Proofread – the draft still needs format and proofreading
 - a. Appendices need work – discussion on withholding of need
 - i. Full plan will be submitted
3. Discussion of medical direction control issue associated with RHCC - which hospital would serve as medical direction for clinical guidance.
 - a. Committee to recommend – the closest trauma center to serve as physical medical control if needed for treatment issues.
4. Discussion about radio communications with RHCC
5. Discussion about radio communications between transporting units and receiving hospitals
6. Info provided on GETS cards and radio cache
7. Discussion on recommendation to place plan on every unit
8. Hospital door security codes were removed
9. Collaboration of additional items / resources in appendix F; and requesting this resources
10. Discussion of training classes
11. Discussion of hospital directions

Next Meeting: **December 6, 2011** (Tuesday) at 13:30 hours – Rappahannock EMS Council
Training Center

Adjournment: The meeting was adjourned at 15:10 hours.

REMS Disaster Committee

Meeting Agenda

December 6, 2011

- Call to Order
- Welcome of Guests
- Adoption of minutes
- Regional Reports
 - Localities
 - Regional Council
 - Other Agencies / Organizations
- Old Business
- New Business
 - Training Program Ideas for new MCI Plan
 - HEAR Radio Narrow Banding
- For the good of the order
- Next Meeting – February 7, 2012 at 1330 hours at REMS Office

**Rappahannock EMS Council
Disaster Committee Minutes
December 6, 2011**

Call to Order: Mark Garnett called the meeting to order at 13:36 hours at the Rappahannock EMS Council Training Center.

Members Present:

Mark Garnett, Chair – Caroline
Tom McCoy – MWHC
Dogg Boggs - Spotsylvania
Ann Melle – Spotsylvania
Steven Lynd – King George
Emily Smith – Rappahannock Area Health District
Phyllis McBride – Rappahannock Area Chapter Red Cross
Kathy Matter – Rappahannock-Rapidan Area Health District
Wayne Perry – REMS Director

Members Excused:

Mark Bledsoe
Wayne Green
Ray Harvey
Tracey Turman

Approval of Minutes: The October committee minutes were approved.

Reports:

Counties Present to Report:

Spotsylvania – The County has dedicated its new public safety building and departments have begun moving into the facility. The County was also approved for FEMA public assistance – secondary to the Louisa earthquake. Evaluations are ongoing for the consideration of individual assistance.

Caroline County – The County submitted its request for FEMA public assistance (PA) for the cost associated with Hurricane Irene and has begun the assistance process for PA related to Tropical Storm Lee. Caroline has also conducted interviews with finalist in their radio system procurement RFP process. Caroline also briefly commented on its involvement with the October search for the missing child in Hanover. Lastly, Caroline will be presenting an overview of the May 31, 2011 bus crash MCI at the Central Virginia EMS Expo in January 2012.

King George County – The County is evaluating the transfer of their MCI equipment from a large trailer to smaller trailers to help facility deployment (easier to tow). This would allow more of the fleet to be utilized when moving trailers.

Other Agencies/Organizations:

Mary Washington Hospital – MWH is receiving a new national trauma designation. MWH is also looking to partner with localities in a community emergency exercise.

Rappahannock Area Chapter of the Red Cross – The Chapter recently met with Fredericksburg FD, Fredericksburg Social Services, and the Richmond District Red Cross to discuss Red Cross roles and shelter training for the City’s Dept. of Social Services. These meetings are being planned for all supported jurisdictions.

The Neighbors Connection Project was also discussed. This program pairs disabled individuals or senior citizens with others in their neighborhood to assist during disasters. The Disability Resource Center is conducting a pilot in Fredericksburg.

Rappahannock Area Health District – Health Department – Rappahannock has staff and volunteers interested in taking an initial EMT Basic program. They will be checking the Council and OEMS for upcoming opportunities. They are in the final review phase of their plans as part of their accreditation process. This District also spoke about their planning for upcoming drills/exercises in 2012. This includes a possible dispensing site drill in conjunction with the 2012 VOPEX exercise.

Rappahannock-Rapidan - has been recruiting for its MRC. They are planning a spring exercise as well.

Old / Unfinished Business:

The council Board adopted the new MCI plan at their October meeting. The Council has not heard back from OEMS with their approval. The Committee Chair thanked everyone for their help with this new plan.

New Business:

There was a discussion about the programming of the HEAR radio system within the Richmond region. It was reported that the Richmond area hospitals were switching from traditional “number dialed” radio encoding to specific hospital radio “PL” (CTTS) codes. There was a brief discussion about the benefits of coordinating this process to prevent code duplication. According to information gathered so far this programming process is still in the planning stages. More information will be sought prior to the next meeting.

There was a discussion about the development of training materials in support of the new regional MCI plan. Part of the discussion centered around the best means to develop new material and deliver this training. Concepts of classroom, internet based, video, and self-study delivery were discussed as well as who would be the best targeted group for delivery.

The committee agreed to develop a standardized training program to be distributed electronically via the website and/or DVD. Council Director Perry agreed to make contact with a group of

interested persons to help develop this training material. They will contact the Chair for additional guidance.

There was also a discussion about plan distribution - printed v/s electronic. It was also a discussion about printing a durable business card sized document or sticker that could be attached to the protocol booklets. This label would include contact info for the RHCC. The Chair will provide the labels and MCI forms to the Council for posting on the website.

REMS Chair Perry discussed RASF grant funded MCI-I and MCI-II training. REMS is seeking instructors who may be interested in conducting courses.

Next Meeting: **February 7, 2012** (Tuesday) at 13:30 hours – Rappahannock EMS Council Training Center

Adjournment: The meeting was adjourned at 14:20 hours.

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**Rappahannock EMS Council
Disaster Committee Minutes
February 7, 2012**

Call to Order: Mark Garnett called the meeting to order at 13:34 hours at the Rappahannock EMS Council Training Center.

Members Present:

Mark Garnett, Chair – Caroline
Ann Melle – Spotsylvania
Emily Smith – Rappahannock Area Health District
Phyllis McBride – Rappahannock Area Chapter Red Cross
Ray Harvey – Quantico
Scott Hudson – VDEM
Victor Podbielski – City of Fredericksburg
Wayne Perry – REMS Director

Members Excused:

Steven Lynd
Kathy Hatter
Tracey Turman

Approval of Minutes: The December committee minutes were approved.

Reports:

Counties Present to Report:

Caroline County – Caroline recently presented an overview of the I95 bus crash at the Central Virginia EMS Expo. Caroline will be part of panel presenting at the upcoming VEMA symposium at the end of March. Caroline continues to be busy with the FEMA PA process. Caroline will be selecting a radio system vendor at the February Board of Supervisors meeting. No specific system has been selected.

Fredericksburg City – Victor Podbielski was introduced to the Committee. Victor will be assuming some of the emergency management duties formally assigned to retiring Deputy Chief Mark Bledsoe.

Spotsylvania – Ann Melle discussed her work on a local operational group in Spotsylvania. This group is working on standardized procedures for major highway incident operations. She is seeking any policy resources in this area that agencies may wish to share. VDOT has just completed a work area protection manual. They are also developing additional supporting safety material related to this topic. Scott Hudson will distribute this material to Ann.

Other Agencies/Organizations:

Rappahannock Area Chapter of the Red Cross – The local Chapter has been facilitating meetings with Paul Hundley, Regional Disaster Director, as well as providing sheltering

overviews for Fredericksburg and Spotsylvania. Future meetings/training programs with the other jurisdictions are being planned. The Chapter and local Health District are working together to start a neighborhood connections program. This program is designed to develop partnerships with communities, to identify persons to check on elderly and needy individuals.

Rappahannock Area Health District – Health Department – The RAHD was recognized as being Public Health Ready via Project Public Health Ready (PPHR). PPHR is an initiative of the National Association of City & County Health Officials (NACCHO). On May 16th, the District will receive their CDC Local Technical Assistance Review (LTAR). This review will address SNS issues and plans. They will be working with a number of local partners in preparation for this review. The District is asking available partner agencies to attend the review meeting if possible. Additional details will be forthcoming. On March 27th, the District will be participating in a NCR/Northern VA communications exercise with public information officers. Please contact Emily if your agency/locality PIO staff would like to participate. Lastly, the District is planning additional EOC staff training to develop/expand its pool of representatives capable of staffing and supporting local EOC activations. Local EMs have been contacted.

Quantico – Quantico is preparing for the March 19th CSX rail haz-mat exercise. Regional partners will be participating.

VDEM – The region 2 emergency management academy will be held March 19-23 in Culpeper. Topics this year include volunteer and donations management, recovery from disasters, and damage assessment. Registration is available online (www.vaemergency.com). The next region 2 exercise will focus on a recovery workshop to be held in Barboursville on April 25th. The VOPEX drill for the North Anna Power Station will be held on July 10th. This drill includes participation from VDEM, Caroline, Hanover, Spotsylvania, Louisa, and Orange Counties as well as the District Health Dept. and Red Cross. The State VERTEX drill exercises will be conducted this summer. Dates are July 24th (Evacuation), July 26th (Radiological) Sept 12th (Inauguration workshop). More information is available from Scott Hudson.

REMS Council – The REMS survey tool is up and working. This is available for committee surveys as necessary.

Old / Unfinished Business:

MCI Training - Stafford has provided the Chair names of persons willing to help develop training materials. Work will be ongoing.

The Chair shared a list of the new HEAR radio programming of the Richmond Area Hospitals. This list will be shared with MWH (Tom).

New Business:

None

Next Meeting: **April 3, 2012** (Tuesday) at 13:30 hours – Rappahannock EMS Council Training Center

Adjournment: The meeting was adjourned at 14:02 hours.

**Rappahannock EMS Council
Disaster Committee Minutes
June 5, 2012**

Call to Order: Mark Garnett called the meeting to order at 13:31 hours at the Rappahannock EMS Council Training Center.

Members Present:

Mark Garnett, Chair – Caroline
Emily Smith – Rappahannock Area Health District
Dr. Rossheim – Rappahannock Area Health District
Phyllis McBride – Rappahannock Area Chapter Red Cross
Steve Lynn – King George
Eddie Peck – Spotsylvania
Ulysses Taormina – Quantico
Jimmy Watters – Mary Washington Hospital
Victor Podbielski – City of Fredericksburg

Members Excused:

Kathy Hatter
Tracy Turman
Ray Harvey
Ann Melle

Approval of Minutes: The February 2012 committee minutes were approved.

Reports:

Counties Present to Report:

Caroline County – Caroline is busy preparing for the upcoming July North Anna Power Station (NAPS) drill. We are also conducting an update of our Emergency Operations Plan in conjunction with our upcoming quadrennial plan re-adoption. Caroline is still considering options for a new radio system.

Fredericksburg City – Fredericksburg is planning for various July 4th and other summer mass gathering events. Fredericksburg's Haz Mat team will also be participating in this year's NAPS drill.

King George - Planning underway for a series of emergency drills in late August to test response and continuity.

Spotsylvania – Requested that Chip Hart be added to the Committee. Chip has taken over as Spotsylvania's EM (with the retirement of Doug Boggs). Spotsylvania is planning for upcoming mass gathering summer time events. They are also planning quick response team training for local law enforcement officers. This training centers on simulated school events/emergencies.

Other Agencies/Organizations:

Quantico – Quantico is preparing for the “run-a-muck” race. Regional partner support is being requested. Please contact Quantico Fire and Emergency Services if interested in assisting with coverage of this race.

Rappahannock Area Chapter of the Red Cross – The area office continues to offer training and support to jurisdictions across the region. They are currently conducting outreach to area churches to serve as alternate shelters. __

Rappahannock Area Health District – Health Department – No report.

Mary Washington Hospital System – Positive comments were given in the hospitals command center (backup RHCC). Tours are available to interested personnel upon request. MWH will be participating in an exercise in late June simulating a heavy patient surge. June 20th – MWH will be setting up their emergency decontamination tent for testing and demonstration purposes.

Old / Unfinished Business:

MCI Training – The need for MCI plan training materials is still very strong. Stafford County originally was to work on this material; however, changes in personnel have limited their staff’s ability to work on regional projects. Chairman solicited other’s help in the group. Lt. Peck will check with Chip Hart and advise on Spotsylvania’s availability.

New Business:

Discussion of the Health Department’s Role in Local Sheltering – Dr. Rossheim and Emily Smith discussed the Health Department’s desire to clarify roles/expectations during emergency sheltering operations. After a positive discussion, the Health Department will be coordinating local meetings with Emergency Management, Social Services, and Red Cross representatives to discuss roles in greater detail. Topics will include special needs sheltering, mental health services, legal issues, and veterinary issues.

Health Department Risk Based Funding Project –There will be an upcoming meeting in Washington, DC for those involved in hazard vulnerability analysis (health related). Details will be forth coming from the HD.

Next Meeting: **August 7, 2012** (Tuesday) at 13:30 hours – Rappahannock EMS Council Training Center

Adjournment: The meeting was adjourned at 14:25 hours.