

**Rappahannock EMS Council
Disaster Committee Meeting
August 6, 2013**

Meeting brought to order at 1:31pm at the Rappahannock EMS Council Training Center.

Members Present: Mark Garnett, Chair, Caroline Co. F&R; Wayne Green, Culpeper; Victor Podbielski, Fredericksburg F&R; Steven Lynd, King George; William Hart; Spotsylvania; Scott Hudson, VDEM; and Jake Marshall, SRMC

Approval of Minutes: Motion made and seconded to adopt the minutes of the June 4, 2013 meeting. Motion carried.

Regional Reports:

Caroline: a) Caroline's Board of supervisors signed a contract in June with Motorola Solutions for a new 700MHz digital radio system; b) Caroline EM is working with Fair Officials in preparing for the 2013 Virginia State Fair

Culpeper: No Report

Fredericksburg: Continuing to plan for upcoming concerts throughout the summer.

King George: Reported on a successful Aquapalooza festival. This event included a unified command center with participation from Virginia, Maryland, and Federal Officials/Agencies.

Spotsylvania: a) Spotsylvania FR&EM will be participating in the upcoming National Night Out; b) The County is actively working with their new radio system vendor. They are planning to have a base radio installed at SRMC as part of the new design; c) Plans are underway for the Stonewall Jackson Run on Oct 5th.

SRMC: a) Jake Marshall discussed the hospitals activation of their Hospital Command Center in response to the severe weather that occurred on June 23rd. An AAR has identified some areas for improvement; b) The hospital is planning a decontamination drill in September; c) The hospital is working on a grant to improve their decontamination capabilities – both inside and outside of the hospital.

VDEM: VDEM has hired a new Regional Planner, Kristin Wood.

Old Business:

- 1) Updating of Surge Plan: the 2013 update has been completed. REMS will post to the web. Special thanks to Ms. Marsh (at the Council) for her assistance.
- 2) Drills for evaluation of MCI Plan: Culpeper has not set a drill date. The Committee will continue to look for other drills to evaluate.

New Business:

There was a general discussion about the increases in heroin overdoses within the region.

There was an informational discussion concerning the emerging viruses as discussed by Dr. Rossheim at the regional emergency managers meeting.

Adjournment: Meeting adjourned at 1:55 pm. Next Meeting – October 15, 2013, 1330 hours at the REMS Council Training Center (*Change in date due to VDEM Coordinators Briefings*).

DRAFT

**Rappahannock EMS Council
Disaster Committee Meeting
October 15, 2013**

Meeting brought to order at 1:34pm at the Rappahannock EMS Council Training Center.

Members Present: Mark Garnett, Chair, Caroline Co. F&R; Victor Podbielski, Fredericksburg F&R; Phyllis McBride, Rappahannock Red Cross; Scott Hudson, VDEM; and Jake Marshall, SRMC

Approval of Minutes: Motion made and seconded to adopt the minutes of the August 6, 2013 meeting. Motion carried.

Regional Reports:

Caroline: *No Report*

Fredericksburg: No Report

SRMC: The hospital's decontamination drill has been postponed. They are still working on a grant to improve their decontamination capabilities – both inside and outside of the hospital.

Red Cross: *Ms. McBride advised of her retirement as a Red Cross employee; however, will remain an active Red Cross disaster volunteer.*

VDEM: No Report

Old Business:

- 1) Surge Plan: If not already done so, please send any updates to Ms. Marsh (at the Council).
- 2) Drills for evaluation of MCI Plan: The Committee will continue to look for other drills to evaluate.

New Business:

None

Adjournment: Meeting adjourned at 1:42 pm. Next Meeting – December 3, 2013, 1330 hours at the REMS Council Training Center.

REMS Disaster Committee
Tuesday, December 3, 2013—1330 hours
REMS Council Training Center, Classroom A

Meeting brought to order at 1:30 pm at the Rappahannock EMS Council Training Center.

Members Present: Hart, William; Garnett, Mark; McBride, Phyllis; Melle, Ann
Guests Present: Shelton, Carol; Marshall, Jake
Staff Support: Carolyn Marsh

Approval of Minutes: Motion made and seconded to adopt the minutes of the October 15 meeting. Motion carried.

Regional Reports:

Localities: No report.

Regional Council: No report.

Other Agencies/Organizations: No report.

Old Business:

- 1) Surge Plan: If not already done so, please send any updates to Ms. Marsh (at the Council).
- 2) Drills for evaluation of MCI Plan: The Committee will continue to look for other drills to evaluate.

New Business:

None

Adjournment: Meeting adjourned at 1:45 pm.

**Rappahannock EMS Council
Disaster Committee Meeting
February 4, 2014**

Meeting brought to order at 1:36pm at the Rappahannock EMS Council Training Center.

Members Present: Mark Garnett, Chair, Caroline Co. F&R; Wayne Green, Culpeper F&R; Victor Podbielski, Fredericksburg F&R; Steve Lynd, King George F&R; Ann Melle, Spotsylvania VRS; William Hart, Spotsylvania Co F&R; Carol Shelton, MCB Quantico; Jake Marshall, SRMC; Scott Hudson, VDEM; Carolyn Marsh, REMS; and Wayne Perry, REMS.

Approval of Minutes: Motion made and seconded to adopt the minutes of the December 3, 2013 meeting. Motion carried.

Regional Reports:

Caroline: The Department continues to make progress on their new radio system.

Culpeper: Culpeper's Emergency Coordinator position is currently vacant.

Fredericksburg: The Department has been actively planning for a number of large events including the Marine Marathon and a large music festival. They have been meeting with the Red Cross to enhance shelter planning. The Department has been working on their continuity plan and has been producing emergency management PSAs for broadcast.

King George: King George has hired Kim Wilson as their new part time emergency planner.

Spotsylvania: progressing on radio system. They will be changing their current unit radio call signs to conform with the Northern VA model. The Department is currently planning for a large civil war anniversary event scheduled for this May.

SRMC: currently calibrating their radiation equipment

MCB Quantico: Actively planning for a destructive weather tabletop drill and a point of distribution tabletop exercise.

REMS: no report

VDEM: no report

Old Business:

- 1) Surge Plan: The regional surge plan has been updated and is ready to be presented to the REMS Board at their February meeting for approval. Special thanks to Carolyn Marsh with the council office for her assistance in updating this plan.
- 2) Regional MCI Plan: The regional MCI plan is due for its annual adoption. The Committee is recommending that the current plan be re-adopted by the REMS Board at their February meeting with no new changes.

- 3) Drills for evaluation of MCI Plan: Ann Melle, SVRS and Carole Shelton, MCB Quantico reported on the Bases' recent drill (Dec 11, 2013). Ms. Melle served as a Disaster Committee evaluator. A copy of the evaluation summary is attached to these minutes.

New Business:

Stafford County MCI Drill: On March 22nd Stafford County will be conducting a MCI drill. An email has been sent to Lori Knowles, with Stafford Fire and Rescue, asking if the Committee can attend and evaluate components of the regional MCI plan. If approval is granted, Ann Melle and Jake Marshall have expressed a willingness to attend.

Adjournment: Meeting adjourned. Next Meeting – April 1, 2014, 1:30 pm at the REMS Council Training Center.

DRAFT

REMS Disaster Committee Exercise Evaluation Summary

Drill Scenario: criminal release of radioactive materials

Drill Location: USMC Base Quantico Drill Date: December 11, 2013

Drill Participants: F/R & Law-Quantico, Prince William, & Stafford, Base Command, DOD agencies, & FBI
REMS Disaster Committee Evaluator(s): Ann Melle, Spotsylvania Vol. Rescue Squad

Drill Summary: The scenario was the criminal release of radioactive materials in the parking lot of the Marine Corps Museum, exposing about 6 children and one adult in a bus, followed by the criminal subject entering the museum, leaving a suspicious bag, shooting a police officer, and taking some occupants hostage. The focus of the exercise was on building expertise in the use of unified command and ICS to implement a full shift of an incident plus a shift change command briefing. The exercise was held in a parking lot using only command and senior operations fire, ems, law enforcement and base operations vehicles and personnel, with a simulations center located in a nearby building, staffed with the exercise team, simulated dispatch personnel, and simulated fire, ems, and law enforcement senior personnel. No actual patients or other tactical work was used.

Identified Strengths:

- Fire and EMS personnel had knowledge of regional MCI plan
- Command personnel know the role of the RHCC and how to contact the center
 - Participants did a simulated RHCC call
- Fire and EMS conducted appropriate triage of victims
- Open communications and information sharing among unified command staff and base personnel

Areas for Improvement:

- Improve the timeliness of developing and sharing incident objectives
- Improve the use of logistics to support personnel operating at the incident – allowing for extended operations
- Briefing process needed for arriving agencies / personnel
- Availability of REMS ICS forms, including a larger *ICS 308 Patient Count & Distribution Worksheet* form
- Better understanding of protected patient information among public information/affairs officers

Future Considerations for REMS Disaster Committee

- Consider republishing the supplemental booklet of ICS forms.
 - Encourage the carrying of these forms on units
- Further explore the creation of large laminated “write-on” style ICS forms for use by command staff. Look for possible grant funding to support this mini-project.



**Rappahannock EMS Council
Disaster Committee Meeting
Tuesday, April 1, 2014 at 1:00 pm at REMS Council Office**

Members Present

Ann Melle
Wayne Green
Victor Podbielski

Staff Support

Carolyn Marsh

Excused

Mark Garnett	Tom McCoy
Richie Burke	Helen Parham
Dr. Robert Fines	Eddie Peck
William Hart	Jake Marshall
Ray Harvey	Joe Taylor
Kathy Hatter	Jeremy Thomas
Scott Hudson	Tracy Turman
Steven Lynd	Kirk Twigg
Phyllis McBride	Bryan Woirkman
Zac Corrigan	James Dyre

Guest

Meeting was called to order by Ann Melle in the absences of the chairperson.

Approval of Minutes

February 4, 2014 minutes were approved by a majority.

New Business

Mark Garnett advised that he has been asked to represent the committee in a meeting on April 8, 2014 with Stafford County, area hospitals, and the RHCC to discuss the recent Stafford County bus accident MCI. He will report back to the Committee at the next meeting.

Old Business

Carolyn advised that the Surge Plan and MCI Plan were readopted at the February REMS Board Meeting and are now posted on the web site.

The Disaster Committee had not planned to participate in the Stafford Medical Drill in March since Stafford County does not use the REMS MCI Plan.

Adjournment

Meeting adjourned at 1:45 pm.

Next Meeting

The next meeting will be held on June 10, 2014 at 1330 at the REMS office, classroom A (this is a change in the normal meeting schedule due to a conflict with training for the NAPS VOPEX drill).



**Rappahannock EMS Council
Disaster Committee Meeting
Tuesday, June 10, 2014 at 1:00 pm at REMS Council Office**

Members Present

Mark Garnett, Chair
William Hart
Kathy Hatter
Scott Hudson
R. Wayne Green
Jake Marshall
Victor Podbielski

Staff Support

Carolyn Marsh (via Conf Call)

Excused

Guest

Meeting was called to order by Mark Garnett, chairperson.

Approval of Minutes

April 1, 2014 minutes were approved by a majority.

Agency Report

Attending agencies offered local updates and reports to the committee.

Old Business

Mark Garnett reported on his April 8th meeting with Stafford Co and the Northern VA RHCC. Conclusion - more provider awareness of the regional MCI plan and RHCC concept is needed. After discussion, each committee member was encouraged to consider outreach options and resources. This will be discussed in greater detail at the August meeting.

New Business

- 1) Update of Committee Membership – attendees went through the current membership list to make updates based on changes in members’ jobs or affiliation status. Garnett will be forwarding an update to the Board Chair his consideration of changes.
- 2) Annual review of the Hospital Diversion Policy. The Committee reviewed and made changes to the existing hospital diversion policy. Changes in terminology to be consistent with the online diversion system were recommended to the Board as an action item.

Adjournment

Meeting adjourned at approximately 2:10 pm.

Next Meeting

The next meeting will be held on August 5, 2014 at 1330 at the REMS office, classroom A.