

# York Township EMA MINUTES

May 20, 2010 @ 7:00 PM York Township EOC

Type of Meeting: Regular Monthly

Meeting Called By: Kathleen Dellinger, Emergency Management Coordinator

Note Taker: Ray Shaffer

Staff Attendees:

Kathleen Dellinger, EMC; Ray Shaffer, Deputy EMC; Jack Dellinger, Races; Allen Britton, PIO; Anne Zarlenga, Public Health and Medical Services; Robert Gage, Resource Support; Dorothea Anderson, Mass Care, Housing and Human Services

Guests:

Scott Kopp, EMC-Red Lion; George W. W. Jones, Township Commissioner

## Agenda topics

### **ITEM #1 Recording Secretary**

Ray Shaffer was requested to take the minutes.

### **ITEM #2 Approve Minutes of March 18, 2010 meeting**

On a motion from Allen Britton and seconded by Ray Shaffer, the minutes were approved.

### **ITEM #3 Fire Chief's Meeting**

Since Jim Walsh was not in attendance there was no report.

### **ITEM #4 Certification of our staff members**

Anne Zarlenga has completed the requirements for PEMA Municipal Staff Advanced Certification and Allen Britton has completed the requirements for PEMA Municipal Staff Basic Certification. Congratulations to both.

### **ITEM #5 Review of PEMA /NWS Severe Weather Training – April 6,7,8, 2010**

Kathleen and Jack Dellinger attended this PEMA training course which covered flooding, thunder storms, tornadoes, tropical storms, winter storms, hydrology and radar. Allen asked what the course entailed and both Kathleen and Jack reported on the studies. These discussions were more technical in nature than those offered in the SkyWarn classes. It did reveal that the weather radar in State College cannot accurately see York County since it is below the 200 foot limit for their equipment. They rely on SkyWarn spotters and radar from a Virginia site. A notebook on the shelf entitled "Weather" has all the presentations from the three day event.

### **ITEM #6 Meeting with Scott Kopp, Red Lion EMC, April 13, 2010**

Scott had recently been appointed Red Lion EMC and met with Kathleen and Ray to discuss the duties and obligation of an EMC and an EMA. One outcome of this meeting was an agreement for Red Lion to become the back-up EOC for York Township in the event of an emergency and visa-a-versa. We also decided that it made sense to coordinate our efforts in developing/reviewing our Emergency Operations Plans and our Resource lists. A formal cooperative agreement will be drawn-up between our two EMA's.

### **ITEM #7 Review of York County Emergency Management Quarterly Training – April 14, 2010**

At the quarterly training we heard from three speakers: Kevin Alvarnaz, YAMMARS; John Marsh, Terrorism Update; Mike Browne, Radio refresher.

Kevin Alvarnaz was responsible for coordinating the H1N1 inoculation program established for York and Adams Counties. He reviewed the activities of his organization as they put together the largest mass inoculation program ever seen in these counties. He discussed the challenges of getting volunteers, medical supplies and scheduling issues. He was most complimentary for those who served and said that without the volunteers this program would not have been successful. He also noted that the program is being reviewed by various government bodies as a possible template for future such applications.

John Marsh of the U.S. Attorney's Office provided the most interesting discussion of the cultures involved with the conflicts between the United States and the Muslim world. His knowledge of this subject was amazing and it would have been terrific if he had another hour to speak. He outlined some of the basic differences between Christianity and Islam which has lead to much of the conflict. If you ever have a chance to hear Mr. Marsh speak, do it.

Mike Browne, representing the company that took over the radio installation for the County held a Q & A on the radio situation. All radios were re-flashed again during this meeting.

### **ITEM #8 York Township EMA Emergency Weather Drill –April 15, 2010**

A Severe Weather Drill was conducted with the help of YCOES on April 15<sup>th</sup> to help our EMA prepare for such an event (see report on drill for details). As a result of the training, a number of things were identified that require a closer look;

- Can residents on O2 be brought to York Township Municipal building (yes)
- the need to have a key to Station 19 so a Comfort Station can be set-up while all fire fighters are out on scene;
- a list of "Certified" shelter locations with capacities;
- the need for current EOP's for ALL nursing homes and Assisted Living facilities in the Township;
- the need for EOP's for ALL Public Welfare approved Child Care centers;
- the need for the EOP for the Dallastown School District facilities;
- completion of a MOU with Red Lion Borough EMA, Dallastown Borough EMA and possibly one "out of the area".

Items for Future Reference include:

- Need to track storms on map with "sticky" arrows

- Need to verify that radio is room wired to emergency power
- Explore options for communication if landline and cell towers are compromised
- Need an afterhours contact for YCST as well as an EOP

**ITEM #9 Review Rural Preparedness Training – April 23, 2010**

Kathleen reported that the title was somewhat misleading. The content of the day was focused more on Public Health Issues. The instructors for this course were from the University of Pittsburgh and covered topics including Emergency Public Health Functions, Emergency Management and Public Health, Mass Care, Risk and Crisis Communication, Legal Issues, Disaster Mental Health Issues and Protecting Yourself, Your Family and Others from Infectious Diseases. The materials received from this training are also located in a manual on the shelf.

**ITEM #10 Haz Mat Drill April 24, 2010**

Kathleen was an observer for a Haz Mat drill at BiMax Corporation in Springfield Township that was conducted by York County OEM with Loganville FD and the Loganville/Springfield Township EMC John Krone. BiMax works with many materials classified as Hazardous and is considered a SARA facility. Three scenarios were drilled: an employee working in the reactor has direct contact with a chemical that causes a severe skin reaction; weather emergency causes loss of power to building and a fire is caused by lightning; and an incident on I-83 that causes BiMax to shelter all their employees in the facility and not allow them to leave. Although we do not have a SARA facility in York Township we do have I-83 and South Queen Street over which hazardous materials move every day. Our next York Township EMA drill could well be a Haz Mat incident.

**ITEM #11 PEMA Municipal Plan Review Committee - Webinar, April 28, 2010**

Kathleen is serving on the committee to write a PEMA Municipal Plan Review Document. PEMA representative, Fred Boylestein, Kathleen, and two others participated in a webinar on April 28, 2010 to review the first draft of this review plan for municipalities in PA. At this time, it is hoped that a final draft will be available for the committees review by mid July.

**ITEM #12 KEMA Conference Planning Committee – Conference Call April 28, 2010**

Kathleen is serving on the committee to plan the sessions for local municipal EMC's on Saturday, September 11 and Sunday, September 12, 2010. She reports that the committee has come up with some really good sessions and would urge each one of us to consider joining KEMA and attending this conference. Flyers were available on the back desk.

Topics of presentation scheduled include:

- Terrorism and Local Terrorist Groups
- Regionalization of Local EMA's
- Legal responsibilities and compliance for emergency managers and elected officials
- What you can expect from the new EMC certification program
- Use of amateur radio operators in your EOC – this presentation is being done by the present chairman of the Amateur Radio Working Group that is part of the South Central Task Force and by our own Jack Dellinger.

There also will be two full-scale exercises, one on Saturday and one on Sunday the content yet to be announced.

**ITEM # 13 SkyWarn Training – May 1, 2010**

Jack Dellinger attended the SkyWarn training which was presented by the national Weather Service. The program is to provide attendees with some basic weather information so they can report severe weather events with some accuracy. It was not as technical as the PEMA /NWS Severe Weather Training noted in item #5. It is suggested that the course be taken every two years and that main goal is to get information on conditions reported from the ground.

**ITEM # 14 Review of PEMA Quarterly Training**

Kathleen did not get a chance to attend the training but learned of some of the topics that were presented that would have been of interest to a local EMA. She did receive the packet of information that was handed out and will be reviewing the power point presentations on at least the following topics:

- National Weather Service Products
- Municipal EMC Responsibilities during the February 2010 Snow Storm
- Sheltering Companion Animals
- Urban to Rural Evacuation Planning
- Upcoming Procedures and Road Closure Exercise
- Hazard Mitigation Plans

This is a good time to mention again, that most all course and seminar materials that Kathleen has received while attending courses and seminars are located on the shelves in the EOC. There are also Homeland Security magazines, past year meeting agendas, etc. on the shelves. At some point in time, she hopes to catalog our library and let each of us know what is there.

**ITEM # 15 EOP from Assisted Living Facilities and ECRIN**

Anne discussed the EOP's she has as well as the ones still needed. She will continue to work on this and update ECRIN data as needed.

**ITEM #16 Rewrite of Emergency Operations Plan**

Kathleen and Ray will work on this review and re-write as needed. They will also be working with Scott Kopp of Red Lion in an effort to standardize the two EOP's.

**ITEM #17 Notification and Resource Manual**

Kathleen noted that our Notification and Resource Manual requires a complete review with updating of all the information. These Resources are to be reviewed every 90 days but that is generally not practical. However, in this instance everyone may be asked to take a section for review and updating and then check the accuracy every 90 days.

**ITEM #18 Storm Ready Application**

After our Severe Weather Drill and Kathleen's completion of the FEMA Independent Study Course, IS-271, our application for a Storm Ready Township was submitted. However, Kathleen learned that York Township is not NIMS Compliant, one of the requirements for Storm Ready certification. Considering that some of the requirements that we were suppose to meet as far back as 2008 have not been met, she does not know at this time what can be done. This is a breakdown in communications between the EMC, the Township, the County OEM and maybe even PEMA as we have never been advised that the EMA has not been meeting the yearly requirements to be a NIMS compliant municipality. Kathleen is working with Fred Boylestein at PEMA in an effort to see what she must do "to catch up. We now have the matrix from PEMA and we definitely are not in compliance with the requirements of NIMS and have not been in compliance since 2008. (As a note: the prescribed courses for this appear to be for professional, i.e. PAID EMC's, not volunteers.)

**ITEM # 19 PEMA Certification Committee**

This committee has met five times and has prepared a new program proposal. The new program requires a significant increase in the number of courses one must take to be certified. The committee thought that this may just "fade away" but the PEMA Director French has indicated that it is back. (It should be noted that Kathleen is the only "volunteer EMC" on the committee while the others are paid.)

**ITEM #20 Upcoming Training**

- York County Office of Emergency Management Quarterly Training July 14, 2010
- Peach Bottom Nuclear Power Plant Drill – June 22, 2010
- Threat & Risk Assessment Training – June 23 & 24, 2010
- CERT classes – York County Fire School – June 28,29,30, 2010
- Volunteer Organizations Active in Disasters (VOAD) Day - July 31, 2010
- KEMA State Conference – September 11-12, 2010

**ITEM #21 Our Next Meeting**

**The next regularly scheduled meeting for the York Township EMA will be July, 15, 2010.**

A June meeting can be called if something major occurs

**ITEM #22 Other Items for Discussion**

Kathleen asked Commissioner Jones if he had any thoughts or comments on the meeting. He was generous with his remarks and thanked everyone for their participation and service to the Township. He said he was unaware of the time and energy devoted by the staff to the EMA. He also indicated that if we need anything from the Commission, to let him know and he will carry the request forward.

Meeting adjourned at 9:00 PM