

York Township EMA MINUTES

December 17, 2009 7:00 PM York Township EOC

Type of Meeting: Regular Monthly

Meeting Called By: Kathleen Dellinger, Emergency Management Coordinator

Note Taker: Kathleen Dellinger

Attendees:

Kathleen Dellinger, EMC; Ray Shaffer, Deputy EMC; Jack Dellinger, Races; Allen Britton, PIO

Agenda topics

ITEM #1 RECORDING SECRETARY

Due to the small number of staff members in attendance, Kathleen will record the minutes.

ITEM #2 FIRE CHIEF'S MEETING

No report

ITEM #3 MASS CARE AND SHELTER TRAINING

No report

ITEM #4 2010 BUDGET

2010 York Township Budget approved at the December 8, 2009 Commissioners Meeting. EMA budget request of \$2000.00 was approved.

ITEM #5 YORK TOWNSHIP COMMISSIONERS MEETING

Five of the York Township EMA staff were presented PEMA certification certificates at the December 8, 2009 Commissioners Meeting. Kathleen Dellinger, EMC, received her Professional EMC certification; Ray Shaffer, Deputy EMC, received his Basic and Advanced EMC certifications; Jack Dellinger, Jay Lewis, and Anne Zarlenga all received their Basic EMA Staff certifications.

ITEM #6 PENNSYLVANIA EMERGENCY MANAGEMENT AGENCY QUARTERLY TRAINING MEETING

Kathleen attended PEMA training on December 9 and 10, 2009 in State College PA. Presentations in these two days of training included: Pennsylvania State Fire Commissioners Update, Emergency Psychological Response Training (EPRT), National Weather Service Outlook and Storm Ready Programs, Hurricane Katrina and Rita, Local Emergency Planning Committee (LEPC) Best Practices, Gas Well Incident in McNett Township in Lycoming County, Department of Public Welfare Child Care Emergency Plans, H1N1 Updates, Public Health Quarantine and Isolation Laws, Urban to Rural Evacuation Planning, and Jihadist-Narc Cartels and Street Gangs Intel Update. Attendees were also taken to the National Weather Service Building on the Penn State Campus and given a tour of that facility. There was also a PEMA Jeopardy game in which Kathleen was one of the three contestants.

ITEM #7 ECRIN UPDATE

Jack Dellinger has sent an email to Gary Milbrand about the need for new updated computers in the EOC that will be able to handle the ECRIN database and give us accessibility to York County Department of Human Service. We will need to be able to access the emergency information in that database for Township residents in an emergency. To date, Jack has not received a response from Gary.

ITEM #8 REVIEW AND REWRITE OF THE YORK TOWNSHIP EMERGENCY OPERATIONS PLAN (EOP)

Review and rewrite of the plan must be done every two years and therefore it will be a project for us for 2010. It was last done in July of 2008. Kathleen will be involving each York Township EMA staff member in specific areas of the project. In the next couple of months, Kathleen asks that each staff member start to look at their copy of the EOP and note areas for rewrite. She also asked each staff member to review their particular Checklist to make sure that they understand their position and their required duties in case of an activation of their position during an emergency.

ITEM #9 STORM READY APPLICATION

During the PEMA Quarterly Training that Kathleen attended in December, it was suggested that York Township become a "Storm Ready" municipality. Kathleen was sent the application for obtaining that status for York Township. Kathleen reviewed the application and found that York Township is more than 50% ready at this time to obtain that status. Kathleen will be looking into the requirements not yet met in order for York Township to obtain the status of a Storm Ready municipality. One requirement will be that York Township EMA staff participates in the National Weather Service Weather Drill in March 2010.

ITEM #10 PEMA ASSISTED DRILL TRAINING

During the PEMA Quarterly Training that Kathleen attended in December, it was suggested that York Township EMA allow a PEMA certified trainer to come to York Township in order to train staff members in conducting an emergency drill. After drill training takes place, a drill scenario will be written by the certified trainer and the staff would be evaluated on their performance during the drill.

ITEM #11 UPCOMING TRAINING

Schedule of York County Office of Emergency Management Quarterly Training for 2010

- a. January 13 – (7 p.m. - 10 p.m.)
January 16 – (9 a.m. – 12 p.m.)
- b. April 7 – (7 p.m. – 10 p.m.)
April 10 – (9 a.m. – 12 p.m.)

c. July 14 – (7 p.m. – 10 p.m.)

ITEM # 12 NEXT MEETING

Our next meeting will be Thursday, January 21, 2010 at 7:00 p.m.

ITEM # 13 OTHER ITEMS

Allen suggested that in future years, we dispense with a regular staff meeting in December unless we have a holiday party with only a short business meeting.

Kathleen spoke briefly about a PEMA committee that she was asked to chair. This committee will look into writing a Local Municipality Emergency Management Program Review. There presently is in place a County Emergency Management Program Review. A Local Municipality Review would be similar. This review would help each municipality know what is required of them by federal and state laws governing emergency management agencies. It would also provide guidance on meeting federal, state, and local rules and regulations for emergency management.

Kathleen will be contacting York Township President Commissioner Steele to see who will replace Commissioner Dennis Ness as the commissioner representative to York Township EMA.

Allen asked about the Countywide PIO Team on which Ray and he are to serve. Kathleen, Allen, nor Ray has heard anything more about the team since the initial meeting at York County Office of Emergency Management on September 9, 2009.

Jack updated staff on some issues surrounding EmComm. EmComm is the term that refers to communications provided by licensed amateur radio operators during an emergency.

Meeting adjourned at 7:40 p.m.