



NORTHEAST HOMELAND SECURITY REGIONAL ADVISORY COUNCIL

Sheltering Committee Meeting

Minutes

April 5, 2022

1:00pm

[Zoom Link](#)

Meeting ID: 849 1127 5942

Passcode: 562374

Call In: 1 646 876 9923

Call to Order

- Chair N. Berger called the meeting to order at 1:06pm.

Approval of Meeting Minutes from the March 1, 2022 Meeting.

MOTION put forth by B. Goodrich.

- Approve the March 1, 2022 Committee Meeting Minutes.
- Seconded by L. Sardella.
 - In favor: H. Tecce, L. Sardella, J. Weinstock, B. Robert, D. Ouellette, B. Goodrich.
 - Opposed: None.
 - Abstain: C. Curry.
- The motion passed.

Integrated Preparedness Planning

- The TEP is a multi-year exercise plan, which is essentially a list of all trainings and exercises that the T&E committee is interested in bringing to the region in the next 3 years. This TEP would be for calendar year 2022-2024.
- FEMA has replaced the Training and Exercise Planning Workshop (TEPW) and the Training and Exercise Plan (TEP) model with the Integrated Preparedness Planning Workshop (IPPW) and the Integrated Preparedness Plan (IPP) model. This was done in order to integrate risk assessments, planning efforts, grant priorities, and other preparedness activities to drive exercise activities.
- We had intended on conducting TEPW's to coincide with FFY22 planning efforts, but we were just informed that EOPSS-OGP is collaborating with MEMA to revise and update their T&E Guidance so more information on this new process will be forthcoming.
- In the meantime, committee members should start to brainstorm relevant training courses or ideas to potentially present to the T&E committee when it is time for them to start working on the IPPW.

FFY22 Plan Development



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- Needs Assessment Survey
 - During the last committee meeting, we went over a draft of the FY22 Project Request for a needs assessment and feasibility study.
 - The draft FY22 Project Request contains an overview of a needs assessment and feasibility study that would gauge interest regarding regional shelters in the Northeast Region. If the needs assessment indicates interest from the region, the feasibility study would help identify the best locations and what type of shelters are needed.
 - As we were thinking through this request, we realized that we can conduct this needs assessment for free by creating our own survey and sending it out to EMDs in our region. Before we submit this project request to the Council, we can first confirm if there is a need/interest in regional shelters and also can focus on where communities need assistance.
 - The committee provided feedback on the drafted needs assessment survey questions.
- The committee also discussed the creation of a digital emergency response map as another potential project idea.

New Business Unforeseen by the Chair

- None.

MOTION put forth by L. Sardella.

- Adjourn.
- Seconded by C. Curry.
 - In favor: H. Tecce, L. Sardella, J. Weinstock, B. Robert, D. Ouellette, B. Goodrich.
 - Opposed: None.
 - Abstain: None.
- The motion passed.

**** Next Meeting: May 3, 2022 at 1:00pm****

ATTENDEES – COMMITTEE MEMBERS

Chair Noah Berger: Merrimack Valley Regional Transit Authority*

Heather Tecce: MEMA Region 1

Lauren Sardella: MEMA Region 1

Dave Ouellette: Dracut Public Health Agent*

Beth Robert: Region 3 HMCC/MAPC

Betsy Goodrich: Merrimack Valley Planning Commission

Joanne Weinstock: FEMA

Christopher Curry: Northern Middlesex Council of Governments

ABSENT – COMMITTEE MEMBERS

Chief Jason Gilliland, NERAC Council Chair: Marblehead Fire Department*

McKinley Theobald: MassDOT



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Mark Monroe: MassDOT

ATTENDEES – OTHER

Rosemary Volinski: MAPC

Lauren Sacks: MAPC

Amy Reilly: MAPC

The following documents were used/referenced during the meeting:

- 4.2022 Sheltering Committee Agenda
- 3.2022 Meeting Minutes
- Needs Assessment Survey Questions Draft