



NORTHEAST HOMELAND SECURITY REGIONAL ADVISORY COUNCIL

Sheltering Committee Meeting

Minutes

May 10, 2022

3:00pm

Virtual via Zoom

Call to Order

- Chair N. Berger called the meeting to order 3:10pm.

Introduction of Kathleen Lambert: Deputy Administrator, Merrimack Valley Regional Transit Authority.

Approval of April 5, 2022 Meeting Minutes.

MOTION put forth by B. Goodrich.

- Approve the April 5, 2022 Committee Meeting Minutes.
- Seconded by D. Ouellette.
 - In favor: H. Tecce, L. Sardella, M. Monroe, B. Robert, D. Ouellette, B. Goodrich, C. Curry.
 - Opposed: None.
 - Abstain: None.
- The motion passed.

FFY22 Plan Development

- Needs Assessment Survey Results
 - The survey was sent out to our NERAC region Emergency Management Directors contact list. 28 responses were received from 26 municipalities.
 - Survey results are included in the meeting packet (p.5-10).
Some notable themes:
 - The majority of respondents have a shelter operations plan, but many are outdated or need improvements. Most had been tested over 4 years ago, if ever.
 - Most communities do not have a plan to provide sheltering information to residents in multiple formats/languages.
 - 43% of respondents do not have a regional shelter agreement but would be interested.
 - The most common concerns about the plans were that they are outdated, difficulty with staffing, testing/exercises are needed, and limited capacity.
 - The most common topics that respondents were interested in learning more about were sheltering overviews/all topics, food handling, staffing, and updating/ensuring compliant plans.



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FFY22 Projects

- The Committee discussed projects based on the information provided by the needs assessment survey results.
 - Plan development workshops and how to open a shelter was a common theme noted by survey respondents.

MOTION put forth by M. Monroe.

- Propose How to Open a Shelter and Plan Review Workshops project for inclusion in NERAC's FFY22 Plan.
- Seconded by H. Tecce.
 - In favor: H. Tecce, L. Sardella, M. Monroe, B. Robert, D. Ouellette, B. Goodrich, C. Curry.
 - Opposed: None.
 - Abstain: None.
- The motion passed.

New Business Unforeseen by the Chair

- None.

**** Next Meeting: TBD****

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
Christopher Curry: Northern Middlesex Council of Governments
Mark Monroe: MassDOT

ABSENT – COMMITTEE MEMBERS

Chief Jason Gilliland, NERAC Council Chair: Marblehead Fire Department*
McKinley Theobald: MassDOT
Joanne Weinstock: FEMA
George Anastas: Manager, Lowell Regional Transit Authority

ATTENDEES – OTHER

Kathleen Lambert: Deputy Administrator, Merrimack Valley Regional Transit Authority
Rosemary Volinski: MAPC
Lauren Sacks: MAPC
Amy Reilly: MAPC

The following documents were used/referenced during the meeting:

- 5.2022 Sheltering Committee Agenda



NORTHEAST HOMELAND SECURITY REGIONAL ADVISORY COUNCIL

- 4.2022 Meeting Minutes
- Needs Assessment Survey Results