



NORTHEAST HOMELAND SECURITY REGIONAL ADVISORY COUNCIL

Sheltering Committee Meeting

Minutes

May 15, 2024

9:30am

*60 Hartwell Avenue
Lexington, MA 02420*

Call to Order

- Chair D. Ouellette called the meeting to order at 9:30am.

Committee Revamp Brainstorm

- Committee members discussed assessing currently cached sheltering related resources as their first order of business. Once this assessment is complete, decisions can be made regarding which assets are still currently needed and where they should be located, and which assets are past their useful life and should be disposed of.

How to Open a Shelter and Plan Review Workshops

- A determination will be made on whether to move forward with this project following the shelter resources assessment and no later than December 2024.

Cache Sheltering Trailers Discussion

- The sheltering assets located at the former Lexington Cache Site were inspected including 6 shelter trailers, one functional needs trailer, and one companion animal shelter trailer. Additional sheltering assets were also located on site in 3 Conex boxes and in the big tent.
- The Committee requested MAPC to do the following, all of which should be sent to Committee members in advance of the next meeting and subsequently reviewed at that meeting.
 - Provide the current inventory of the trailers identified above.
 - Research current best practices related to sheltering equipment needs.
 - Develop a survey to be sent to NERAC municipalities to determine which communities would be interested in hosting a shelter trailer, functional needs trailer, or companion animal shelter trailer.
 - It was discussed that this survey should be announced at the upcoming HMCC and MEMA EMD meetings, where individuals would be encouraged to respond.
- H. Tecce will consult with MEMA on the current contents of the Massachusetts State Shelter Plan and will report back out to the group on this at the next meeting.
- D. Ouellette will reach out to contacts at Nevins Farm to gauge interest in hosting the companion animal shelter trailer and to see if they have a need for surplus blankets.
- The Committee would like to visit the Beverly and Framingham Cache Sites to conduct a similar assessment of sheltering resources at those locations.



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New Business Unforeseen by the Chair

- None.

MOTION put forth by M. Collins.

- Adjourn and hold the next meeting virtually on June 17, 2024 at 3pm.
- Seconded by Chief J. Gilliland.
 - In favor: All.
 - Opposed: None.
 - Abstain: None.
- The motion passed.

ATTENDEES – COMMITTEE MEMBERS

Chair Dave Ouellette: Dracut Public Health Agent*

Mike Collins: Beverly DPW*

Eric Christenson: Northeast EMS*

Chief Jason Gilliland, Chair: Marblehead Fire Department*

Heather Tecce: Lowell Emergency Management*

ABSENT – COMMITTEE MEMBERS

Beth Robert: Region 3 HMCC/MAPC

ATTENDEES – OTHER

Amy Reilly: MAPC

*Denotes a Full Council Member.

The following documents were used/referenced during the meeting:

- 5.2024 Sheltering Committee Agenda