

COSTEP MA Meeting

January 31, 2013
10:00 am to 12:20 pm

Massachusetts State Archives
220 Morrissey Blvd.
Boston, MA 02125

Agenda

Call to Order and Welcome

Speakers:

- Peter Judge, Public Information Officer with the Massachusetts Emergency Management Agency (MEMA), will be the keynote speaker for this session.
- Jim McLaughlin, MEMA Trainer, will be joining us to discuss a sequence of trainings including a Seminar, Workshop, and then a Tabletop Exercise on disaster response.
- Jack Sullivan, FEMA Region 1, will be discussing the Natural and Cultural Resources Collaborative Planning Team and updating the group on the new NCR Recovery Support Function that was activated in New Jersey for Hurricane Sandy.
- Martin Pillsbury, Manager of Regional Planning Services for the Metropolitan Area Planning Council, will discuss inclusion of historic and cultural projects in the City of Boston's update to the Natural Hazard Mitigation Plan.

Updates:

- HMGP Grant
- Outreach
- Tornado Exercise Review
- Projects

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Minutes

Attendance

Angelina Altobellis (NEDCC); Priscilla Anderson (Harvard); Tom Blazej (Office of the Secretary); Patricia Bruttomesso (MA Humanities); Martha Clark (MA Archives); Michael Comeau (MA Archives, co-chair); Jennifer Fauxsmith (MA Archives); Irene Foley (City of Boston, Fire Department); Kathy Griffin (MA Historical Society); Andy Grilz (NEMA); Jane Hedberg; Ginny Hewitt (Brooks Free Library); Ben Hiltunen (MEMA); Peter Judge (MEMA); Scott Kehoe (MLS); Jim McLaughlin (MEMA); Veronica Martzahl (Tufts DCA, secretary); Raquel Ortiz (FEMA); Martin Pillsbury (MAPC); Andrew Raddant (Department of the Interior); Elizabeth Sherva (MA Historical Commission); Elaine Sudanowicz (City of Boston); Jack Sullivan (FEMA Region 1); Gregor Trinkaus-Randall (MBLC, co-chair); Ann Marie Willer (MIT)

Call to Order and Welcome

Gregor Trinkaus-Randall called the meeting to order at 10:00 am. The attendees introduced themselves and gave information on their institutional affiliations.

Speakers

Peter Judge, Public Information Office with the Massachusetts Emergency Management Agency (MEMA)

Judge opened his presentation with information on the history and structure of MEMA. The Agency is part of Executive Branch with the mission of the coordination of all federal, state, local, voluntary and private resources during emergencies and disasters in the Commonwealth of Massachusetts. By building and sustaining effective partnerships with federal, state and local government agencies, and with the private sector - - individuals, families, non-profits and businesses - - MEMA ensures the Commonwealth's ability to recover rapidly recover from large and small disasters by assessing and mitigating hazards, enhancing preparedness, ensuring effective response, and building the capacity to recover.

MEMA divides the Commonwealth into regions for response and management.

Four MEMA Regions (by county)

Region 1 (Tewksbury)

Essex Suffolk Middlesex and Brookline

Region 2 (Bridgewater)

Norfolk, Bristol, Plymouth, Barnstable, Nantucket, Dukes

Regions 3 and 4 (Agawam)

Berkshire, Franklin, Hampshire, Hampden, Worcester

While in other states, emergency management often occurs between the state and county officials, in Massachusetts MEMA is working directly with town and city emergency management personnel. Because all disasters happen locally, emergency management is community based.

Judge concluded his presentation with a discussion of the four phases of Emergency Management.

- Preparedness
- Response
- Recovery
- Mitigation

Jim McLaughlin, MEMA Trainer

McLaughlin served as the facilitator for the COSTEP MA group that participated in FEMA's Tornado Scenario Tabletop Exercise on January 23, 2013 at the Massachusetts Institute of Technology. He led the group through his "lessons learned" from the experience, including some of the following points (See Appendix A for the full list):

- Records recovery is an essential element to rebuilding after a disaster.
- Make Emergency Management Directors in every city and town aware of the need to appoint a Cultural Resource Coordinator to keep the EMD aware of cultural resource issues.
- Cultural resources are integral to community identity and to restoring a sense of normalcy after a disaster.
- There is a need to inventory and map cultural resources statewide, regardless of the reluctance of some organizations to reveal what they have.

MEMA is putting together a training session for new emergency managers and a refreshers for older EMDs. McLaughlin is planning to make the EMDs aware of need to appoint a Cultural Resource Coordinator to keep the EMD aware of cultural resources issues, and he will add a handout to their training materials

McLaughlin then discussed with the group the types of training and educational opportunities that would be available to COSTEP MA including the process for tabletop exercises and the distinctions between Tabletops, Simulations, and Full-Size Exercises.

Workshop

Purpose: To produce a product of some kind (plan for response, procedures for how to find out who can respond or who is affected; hammer out an outline of the procedure)

Seminar

Class on something, such as educating people on the procedure developed during the workshop.

Tabletop

The implementation of procedures with evaluators in the room who can judge if the group is actually following the procedures.

The group agreed to work with McLaughlin to develop either a workshop or seminar for the May 2013 meeting.

Jack Sullivan, FEMA Region 1

Sullivan updated the group on the status of the All-Hazards Plan for FEMA Region 1. Operations people are revisiting the plan and there was a chance to add an annex for cultural and natural resources. Each of the groups that is putting together an annex is asked to put together a collaborative planning team – many other groups are working cross federal agencies, but the Natural/Cultural Resources Annex is branching out beyond Federal Agencies to include state orgs and non-governmental agencies like COSTEP MA. The Outcome of this process is the development of a framework for inclusion in All Hazards Plan.

Sullivan also spoke about the Natural and Cultural Resources Core Capabilities (National Recovery Framework) Recovery Support Functions – National Disaster Recovery Framework for long term recovery. He covered issues related to the assessment of damages and how these assessments are crucial to long term recovery. Based on experiences in New Jersey following Hurricane Sandy, it is clear that it is difficult to assess cultural resources since they tend to be geographically dispersed. Additionally, Sullivan has gained new insights into the assessment of natural resources which are often even less organized than the cultural resources.

Martin Pillsbury, manager of Regional Planning services for the Metropolitan Area Planning Council (MAPC)

Pillsbury provided an overview of the Regional Planning Process and provided specific information on the process using Boston as an example. The focus of the planning is to plan for mitigation at the local level. There are 101 community plans that are part of the MAPC that need to be addressed over a 5 year cycle. Boston is currently undergoing its first five year update. This plan has been groundbreaking for its incorporation of climate change issues. The plans lay out the critical facilities in the community and natural hazards that are threats. The planners map out through GIS what areas would be the most impacted by each type of natural disaster and take stock of existing mitigation plans that are in place incorporating both structural and non-structural measures. They conduct a gap analysis and review and set out the new mitigation measures that will be the core of

the plan moving forward for the next five years. These can be candidates for FEMA HMGP grants when money becomes available. Communities can look at other funding sources as well with the wealth of documentation that is created in the process or through resource reallocation within a community.

Updates

HMGP Grant

The promotional video is nearly completion. A voiceover is still needed, but Secretary of State Galvin has filmed the introductory section. The final cut should be ready by mid-March.

Lori Foley will be stepping down as the grant coordinator due to other commitments to Heritage Preservation. The Executive Committee has identified Andy Grilz as a replacement coordinator.

Outreach

The Outreach Committee met earlier this morning and provided information to Tom Blazej, Graphic Designer, for a revised brochure, pocket card, and conference stand. There has also been a slight modification to the tag line, from “a partner” to “your partner”.

Community meetings

Work is continuing for gathering information on institutions for the meetings.

Projects

Jennifer Fauxsmith has completed a draft of Establishing Relationships with Disaster Recovery Vendors. It has gone out to various recovery vendors for comment and she asks that COSTEP MA also review the document and send her any feedback.

In related news, Polygon has bought out Rapid ReFile.

Adjournment

The meeting adjourned at 12:20 p.m.