

COSTEP MA Meeting

June 4, 2014
10:00 am to 12:00 pm noon

Massachusetts State Archives
220 Morrissey Blvd.
Boston, MA 02125

Agenda

- Welcome and Introductions
- Approval of Minutes
- Updates
 - COSTEP MA Video
 - MEMA Regional EMD Meetings
 - FEMA/NYC cultural alliance meeting
 - Emergency Management Conference at Worcester (29 May 2014)
 - Preliminary Disaster Assessment forms
 - Center for Rebuilding Sustainable Communities After Disasters International Conference (May 8-9, 2014)
 - HMPG Grant
 - Town of Easton
 - **Heritage Preservation**
 - SOP/SOG
- New Business
 - Meeting Regularity

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Minutes

Attendance:

Katherine McAuliffe (Operations, MEMA); Adenrele Awontona (UMass Boston); Bill Barry (Boston Preservation Alliance); Erica Boudreau (NEA and JFK Library); Martha Clark (MA Archives); Michael Comeau (Co-chair and MA Archives); Jennifer Fauxsmith (MA Archives); Lori Foley (Heritage Preservation); Jeremy Gillis (Easton Town Clerk); Tricia Gilrein (Bostonian Society); Andy Grilz (NEMA and HMGP Coordinator); Ginny Hewitt (Brooks Library); Scott Kehoe (MA Library System); Dave Slatery (Mass. Cultural Council); Elaine Sudanowicz (Boston Mayor's OEM); Gregor Trinkaus-Randall (co-chair and MBLC); Sara Wolf (NPS)

Minutes Approved

The minutes of the previous meeting were approved by unanimous consent.

Updates

COSTEP MA Video

The meeting opened with the COSTEP MA video for those who had not seen it already.

MEMA Regional EMD Meetings

COSTEP MA may begin speaking at Regional EMD meetings again. Gregor Trinkaus-Randall spoke with MEMA, and their Regional Directors are interested. Reintroducing this connection will help Andy Grilz with his outreach efforts with local EMDs.

FEMA/NYC cultural alliance meeting

Gregor received an email from a FEMA representative in NYC who had attended last year's Archives Roundtable for Hurricane Sandy follow-up. Efforts are underway in NYC to get a COSTEP started there, and Gregor has been asked to present on COSTEP MA on June 23rd in NYC.

Emergency Management Conference at Worcester (29 May 2014)

Katherine McAuliffe noted that the conference was a valuable experience. Operations can

offer the opportunity to create mission ready packages for the COSTEP MA assets as well as build the assets into a toolkit for the operations section and ESF partners.

Andy met with the Regional Planning Authority in Central MA in Worcester after the conference. RPC staff are on board with COSTEP MA, have offered their offices for training space, and will be integrating COSTEP into their plan. The discussion also touched on the possibility of adding significant cultural properties into their GIS. There will be more follow-up required soon.

Preliminary Disaster Assessment forms

Ben Hiltunen checked with Scott MacLeod about the PDAs. The response is that the primary purpose of the PDA is to document damages in as short a time as possible and as such currently focusses on big ticket items like roads, bridges, etc. to get most “bang for the buck”. They would be willing to include damage to cultural resources through MEMA, but the damage must be of a certain level to meet the limits to get a disaster declaration. COSTEP MA might be able to help at the local level, establishing relationships with EMDs who can then transmit that info to MEMA, to FEMA.

Center for Rebuilding Sustainable Communities After Disasters International Conference (May 8-9, 2014)

Adenrele Awotona from the Center for Rebuilding Sustainable Communities After Disasters (CRSCAD) distributed a summary of the program which had 226 participants and 98 speakers from 5 continents (Africa, Asia, South America, North American, and Europe). Gregor chaired a panel and Elaine Sudanowicz worked with Adenrele on planning on the conference. The conference included many noteworthy people, organizations, and events, including keynote speakers from the United Nations Office for Disaster Risk Reduction, Boston Society of Architects, and the American Red Cross. Panels included representation from the World Bank, Haiti’s Department de la Protection Civile, Harvard, MIT and topics included animals in disasters, university curricula, the community approach to disasters, and response & recovery. More information about speakers and the sessions can be found online:

http://www.umb.edu/crscad/events/sustainable_reconstruction_2014

The 2016 conference (June 23-24, 2016) will focus on capacity building for equitable planning and development. http://www.umb.edu/crscad/events/equitable_development

Gregor and Michael Comeau note that in their session at the conference, there were 14 presenters over a 4 hour period. One presentation dealt with PTSD in children and what is being done to help children to cope with their situations after a disaster. Both noted that it was fascinating to learn what is going on globally, in other regions and various programs. Many sessions dealt with the “during” and “after” a disaster activities, but not what we need to do “before.” We need to push the focus on the activities that should take place “before.”

Elaine noted the importance of the planning process being a living document and that the process includes all stakeholders. The conference was a mix of academics and emergency management personnel, illustrating both the research and application perspectives.

HMPG Grant

Andy spoke about nearing the close of the grant. Training sessions are being held with 4 scheduled and 2 completed. The completed sessions were held in Salem and Harwich. In Salem, 35 people attended with an 8:1 ratio of cultural custodians to emergency management personnel. The

session involved a tour of three locations on the campus of the House of Seven Gables, with the leader of the session pointing out examples of potential hazards. The group was very engaged and the leader, Arthur Dutile, kept the meeting moving and lively. A follow-up survey will be sent out in 6 weeks to find out if the attendees have taken any action in their own sites. The meeting in Harwich had approximately 30 attendees and was similarly successful. The next meetings will be held on June 12th in Northampton and June 25th in Worcester. Attendance is looking good for both at this time.

Ginny Hewitt suggested that the COSTEP MA video would be a helpful addition to the training sessions. Elaine noted that the endorsement of political leaders is an important facet of the video and could be helpful bringing people on board. Andy indicated he would look into adding that component to the trainings.

Community meetings are also progressing. Five are complete with Blackstone, Arlington, and Sandwich imminent. Contact lists are ready and the meetings should be done before the 4th of July. In the meantime, there has been a follow-up meeting with Natick. Natick's EMD Chief Hicks is on board with COSTEP MA and may be able to help promote COSTEP MA. Community meetings on the schedule are: Amherst; South Hadley; Sturbridge; New Bedford; Fitchburg; and Lexington.

The new Cultural Triage Officers (CTO) are taking the ball and running. It is time to start organizing the CTOs as a group to help guide their activities and provide a support network.

Also as part of training, Gregor will provide a disaster training workshop on June 24th at the Framingham Public Library. The focus is hands-on response training, and it will start with a live-burn with the local fire department in attendance. The response portion will involve the attendees working with water damaged materials. The group discussed adding Gregor's training program to CERT training, possibly as part of a subsequent next grant proposal.

Town of Easton

Jeremy Gillis, Easton's Town Clerk, spoke about their work to rework the disaster plan in Easton. The plan will now include issues surrounding historically significant documents and not only buildings and sites.

Heritage Preservation

Lori Foley spoke about an IMLS grant awarded to Heritage Preservation which was used to create a series of forums that aimed to put state cultural agencies in contact with state emergency management agencies. Webinars are being produced and save-the-dates will be sent out for the first webinar on June 25th at 3:30, Navigating FEMA Public Assistance Process. Webinars are only for COSTEP members – invitation only. Upcoming topics include: mitigation; continuity of operations planning; how an EOC operates. Let Lori know if there are other webinar topics that would be helpful. More information can be found online: <http://www.thehep.wordpress.com>

Alliance for Response is also working on a new website, not yet live, which will make it possible for states to communicate in one place about their COSTEP and disaster response related events and news. We would be able to use a blog feature to post live news from COSTEP MA to their site, which will feed into a news stream that includes news from other states. The "Ask the Alliance" feature will permit people to post questions to colleagues and share experiences/resources.

SOP/SOG

Gregor reviewed the three appendices that had been worked on at the last meeting.

- Appendix 1: Intake questionnaire: NEDCC's Intake was used as a model. Let Veronica Martzahl know if you think anything should be added. Lori will talk with Veronica about other fields/questions to add. Katherine McAuliffe will check with MEMA's Dispatch Manager about adding NEDCC's Hotline as a resource to their 24/7 dispatch service.
- Appendix 3: Cache sites. Fitchburg's location will be changing soon and will be updated. Should additional items be included in the caches? A list at end of this appendix includes suggested additional items. Please share other ideas with Veronica who will add them to the Appendix. Lori noted that California arranged for Waste Management to donate semi-trucks that store large amounts of disaster supplies and trainings. COSTEP MA could look into the possibility of a similar set-up in Massachusetts.
- Appendix. 5: Go Bag/Go Kit: The group had a good discussion at the last meeting. Please review and pass on additional thoughts to Veronica for inclusion.

Other Business

Meeting Regularity

Gregor asked how people felt about switching meetings back to quarterly. We had switched from quarterly to bi-monthly, but attendance numbers are decreasing. Consensus showed that quarterly meetings would be better. A Doodle email will come out soon for scheduling upcoming meetings and will reflect a quarterly occurrence. Lori suggested quarterly meetings with strong programming and speakers. The pending Alliance for Response blog will allow for communication/discussion between meetings.