

COSTEP MA Executive Meeting

Massachusetts Archives
220 Morrissey Blvd
Boston, MA 02125
10:00am – 11:00am

Attendance:

Evan Knight (co-chair), Alejandra Dean (co-chair), John Hannigan, Kathy Griffin, Lori Foley, Priscilla Anderson, Jessica Bitely, Ben Hiltunen, Becky Geller

Discussions and Updates

Task force updates

Alejandra Dean reported to the group that the Tabletop Exercise Task Force had settled on a program for the exercise: 3 'mini' scenarios adapted from the Library of Congress Level of Collections Emergency Scenarios document (<https://www.loc.gov/preservation/emergprep/plan/scenarios.html>). The first scenario will be a water leak and will serve as a warm-up for the rest of the exercise. The second scenario is TBD but will tentatively be either a local flooding or toxic spill scenario, and the third scenario will be a tornado. The group discussed how to organize potential participants together (by institution type, institution size, etc.) since multiple exercises will be offered by COSTEP MA. COSTEP MA will officially announce the TTX on May Day 2020 (Friday May 1, 2020). The TTX task force will meet again to start planning the logistics for making an announcement.

Alejandra also reported on the upcoming in-person meeting at the Massachusetts Archives. An initial date was set for Thursday April 16th but due to the proximity to the Boston Marathon date, the group decided to push the meeting off until either April 30th or May 7th depending on speaker availability. COSTEP MA will officially announce the Spring meeting date once speakers are confirmed.

Evan Knight reported to the group on progress for the Climate Resilience Guide. Evan reported that the framework for the content is in place and the scope and goals for the document have been defined. The document will be geared towards a broad audience so as to include institutions of any size and type. The task force is currently exploring publishing the content through a web module to enhance interactivity. The target publish date will also be May Day 2020.

Communications updates and content development

Evan provided an update on the status of blog posts published and emails sent out to the listserv during January. There were no emails sent through the COSTEP MA listserv in January, but there were 2 blog posts published: one on an emergency management conference call for proposals and another on an upcoming Alliance for Response webinar on mapping cultural resources. The group agreed to send out 2 email blasts in February, including weather alerts. Evan also provided a quick social media update, highlighting COSTEP MA Twitter activity (which included responses to the recent fire at the Museum of Chinese in America). The group discussed soliciting the next Disaster Diaries blog post, and decided that the series could include posts about historical disasters in addition to recent disasters.

Next Meeting:

March 12, 2020
10:00am
Massachusetts Archives and through conference call