

Carroll County Disaster Preparedness Group/Local Emergency Planning Committee
Meeting Minutes
November 4, 2020

In attendance via virtually: Doug Brown (DPW); Robert Cumberland (WFD/CVFA); Capt. Mark DeBord (CCSO); John Dulina (MEMA); Valerie Hawkins (CC Emergency Management); Jacob Hill (CC Emergency Management); Capt. Thomas Kowalczyk (WPD); Tony Krauth (RACES); Kendra Lindenberg (CC Emergency Management); Katie Hamrick (CCHD); Paul Moffett (DCS); Kevin Nye (EVAPCO); Jamie Petry (CCVESA); Jocelyn Pope (Carroll Hospital); Matthew Rodriguez (CC Emergency Management); Chad Seymour (DSS); Barry Thomas (Thompson Gas); Chad Thomas (Tevis Propane); John Vidal (PFG); Chris Winebrenner (PIO)

Meeting was called to order by Valerie Hawkins at 1:02 p.m. Attendees were welcomed. Capt. Kowalczyk made a motion to approve the August 5th LEPC meeting minutes. Motion was seconded by Mr. Doug Brown and the minutes were voted to be approved unanimously.

Ms. Lisa Dunaway and Mr. David Johnston provided an overview of the Critical Infrastructure Security Agency (CISA).

Agenda Items

LEPC Discussion

- The Board of County Commissioners has approved Valerie's appointment as the LEPC Chair.
- Tier II reports have been distributed to all fire companies, integration into CAD is now complete.
- Emergency Management webpage of the county's website is complete.
 - Dedicated LEPC section can now be found under the EM webpage.
 - Suggestions for improvement for the LEPC section are can be submitted to CCEM.
- The LEPC Recording Secretary position remains VACANT.
 - Any individuals interested in the position should contact Valerie Hawkins.

Emergency Management Report:

- COVID-19 response activities are ongoing.
- Resource Management activities continue.
- Virtual WebEOC trainings throughout October were successful. Will be investigating ways to incorporate more virtual trainings in the future.
- The County's Citizen's Guide to Emergency Preparedness, also known as the Ready Guide, is now complete.
 - Will soon be published on the Emergency Management webpage.
- The refresh of the Prepare Me Carroll smartphone application is now complete. Will be released soon.
- Carroll Alert:
 - Continues to be utilized for incidents.
 - Annual renewal before the Board of County Commissioners on 11/5.
 - Carroll Alert training is still available for first responders.
 - Carroll Alert will soon be advertised on Carroll Transit Buses.
- Hazardous Materials Emergency Preparedness Grant Program will go before the Board of County Commissioners tomorrow (11/5) in order to accept this year's funding.
 - Funding is utilized for training for hazardous materials response team members.
- A new FEMA independent study course (**IS-2901**) is now available. The course provides an introduction to the Community Lifelines construct and its application during response operations to drive incident stabilization.
- The Hazard Mitigation Plan is in the process of being updated.

- Planning on distributing a public survey for input regarding what types of natural hazards affect certain areas and ideas for mitigation projects.
- Carroll COAD
 - Operations have slowed but continue to operate pop up food pantries.
- Online refresher course for basic ICS concepts with an intro into ICS 300/400 level material is still available for response agencies.
 - Expect in-person ICS 300/400 training to resume early next year.
- Continue to edit the 2020 Emergency Operations Plan. Hope to finalize the plan by the end of the year.
- The finalized 2020 Extreme Temperature Relief Center Plan has been distributed electronically to all appropriate agencies.

MEMA Report:

- The Search and Rescue Taskforce meets quarterly.
 - Will be reorganizing State Coordinating Functions (SCFs).
- State Emergency Operations Center (SEOC) Activation level remains **ENHANCED** in support of the COVID-19 response.
- FEMA putting together a virtual ICS 300/400 class.
 - Expected to be available in the 1st quarter of 2021.
- HSEEP course has undergone a refresh.
 - The course will be offered virtually. Available in the 1st quarter of 2021.
- MEMA staff continues to work virtually.
- Changes in MEMAC legislation to make it easier to utilize.
 - Now known as, "Maryland Intrastate Emergency Management Assistance Compact" (MIEMAC).

Agency/Facility Updates:

Carroll Hospital Center

- Expanding Powered Air Purifying Respirators (PAPR) program for staff.
- Report no significant increase in COVID-19 positive patients or persons under investigation.

CCHD

- Testing operations continue.
- Contact tracing efforts continue.
- Continue to work with EM on PPE.

CCSO

- Reported that the election went well.
- Explosion in Manchester is still under investigation.
 - Working in coordination with the FBI, ATF, and OSFM.

CCVESA

- Fire companies preparing and maintaining PPE for the upcoming Flu season and ongoing COVID-19 response.

Cumberland Valley Fireman's Association

- Will be holding highway safety training for responders.
 - Individuals interested in taking the training should send email to Robert Cumberland.

DPW

- Construction underway at the County Office Building.
 - Current temporary entrance is located near the Reagan Room.
 - Visitor appointments and wellness procedures remain in place.
- Updated procedures for crew resting due to COVID-19.
- Will soon hold a virtual winter weather coordination call with appropriate stakeholders.
 - Presentation by the County's salt provider.
- Continue to assist CCHD with traffic control measures at the Ag Center testing site.
- Continue to work with EM and CCHD to organize PPE supplies.
- Continue with COVID-19 resource coordination.

DSS

- Seeing customers by appointment only.
- Staff continues to work in shift rotations.

EVAPCO

- No Report

IT

- No Report

Performance Food Group

- No Report

PIO

- No Report

RACES

- Working with Carroll Civil Air Patrol to help improve their ability to locate emergency location beacons.
- Holding over the air training to test preparedness.
- Next drill is scheduled for Tuesday, November 10th.

WPD

- Reported no issues related to elections.
- Working with WFD and DFEMS on the planning for the Reverse Holiday Parade.

Other:

- Next meeting is scheduled for Wednesday, February 3, 2021.

Meeting was adjourned at approximately 2:16 p.m.