

Warren County Public Health  
Emergency Preparedness and Response (EPR) Committee  
Meeting Minutes – October 23, 2013  
Page 1

**2014 meeting dates: (4th Wednesday)**  
**January 22, 2014, April 23, 2014, July 23, 2014, October 22, 2014**

9:00 a.m.

Warren County Board of Supervisors Board Room  
2<sup>nd</sup> Floor of Municipal Center

**Directions:**

From the south: I-87 Exit 20 – take a right at the light – left at light - Enter at main entrance (by the flagpole), take elevator to the 2<sup>nd</sup> floor.

From the north: I-87 Exit 20 – take a left – across Route 9 - Enter at main entrance (by the flagpole), take elevator to the 2<sup>nd</sup> floor.

**Present:** Steve Allocco (NYSDOT – Region 1), Amy Baulsir (Washington County Public Health), Jim Breen (FBI), Lloyd Cote (Westmount), Amy Drexel (WCOES), Dan Durkee (WC Public Health), Shannon Finegan (NYSOEM), Rob Fitch (NYSDOT), Troy Granmie (NYSP OEM), Ginelle Jones (WC Public Health), Bruce Jordan (NYSOEM), Dan Larson (HHHN/PH), Sandy LeBarron (Finch Paper), Chuck McCabe (Ames Goldsmith Corp.), Angela Meade (WC Public Health), David Mousaw (HHHN/Public Health), Tony Oliver (NYSOEM), Greg Riley (WC Sheriff's Office), Laura Saffer (WC Public Health), Michael Shaw (NYSDOH, Glens Falls District Office), Warren Snyder (NOAA/NWS), Laura Stebbins (Glens Falls Hospital), Rob York (Office of Community Services)  
**Present 23.**

\*\*\*\*\*

Dan Durkee welcomed everyone and called the meeting to order at 9:00am. Introductions were made. Dan asked the committee for 2014 meeting ideas.

Laura Stebbins, Emergency Preparedness Coordinator at the Glens Falls Hospital, presented a PowerPoint presentation on the Active Shooter Drill that took place on October 9, 2013 at Double H Hole in the Woods.

Double H Hole in the Woods is a summer camp co-founded by the late Charles Wood and Paul Newman. This camp supports children and families with life-threatening illnesses. The camp encompasses 350 acres, 36 buildings, and a summer weekly attendance of 125 children.

The drill included:

- Lots of challenges; and the HVA was looked at in the development of the exercise.
- The development of an Intruder Plan
- Certain goals and objectives that each agency involved wanted to test
- Collaboration with partnering agencies: Double H personnel, Law Enforcement, OES, New Vision Students, EMS, Glens Falls Hospital, Disaster Mental Health and Warren County Public Health.

Laura reviewed the various roles of each of the partnering agencies. She thanked all those involved in their participation.

Laura reported the annual NYSDOH/SUNY New Paltz webcast for county DMH and the hospital DMH team is on November 22, 2013.

Laura stated if anyone has any ideas for exercises, the hospital is always happy to participate and help.

Ginelle suggested that the annual Camp Directors meeting with NYSDOH District Office be re-activated. She explained that due to lack of funding, this meeting had been eliminated. Mike Shaw said he would bring the request back to the office.

Dan Durkee noted an interesting aspect of the drill was the effect it had on the camp counselors. He said they struggled with how rough it was for them to let go of the "caring and sharing" aspect of their jobs until after the kids got out safely. The priority of safety versus care took the counselors out of their comfort zone.

Dan said he would like to do a weaponized anthrax training in the spring.

### Agency Updates

- Jim Breen, Special Agent, WMD Coordinator, FBI:
  1. Assured the committee the FBI, from a WMD perspective, will be at work and available for any incident even during government shutdowns.
- Bruce Jordan, Regional Director, NYSOEM:
  1. OEM wants to have a Lieutenant from each Zone available as an additional resource.
  2. Bruce stated his territory has expanded quite a bit, but he will try to stay in the loop with the committee. He said there is additional representation at today's meeting including Lt. Tony Oliver, Shannon Finegan and Troy Granmie.
  3. OEM continues to add more stockpiles to the state, for a total now of nine.
- Lloyd Cote, Administrator, Westmount Health Facility:
  1. The internal evacuation drill was held last month with the fire department which included training for new firefighters. About 50 firefighters were on site, and everything worked out well.
- Laura Stebbins, Director of Emergency Preparedness, Glens Falls Hospital (GFH): Following is her report, as presented in writing, for the minutes.

### **WARREN COUNTY EMERGENCY RESPONSE COMMITTEE GLENS FALLS HOSPITAL October 2013 Report**

#### **Exercises/Tabletop sessions**

- Double H intruder tabletop 9/24 full scale exercise 10/9 (refer to power point presentation/lessons learned)
- Hospital Point Of Dispensing exercise 9/26 (over 1,000 participants)
- Active shooter at hospital tabletop 9/18. Lessons learned included in annual emergency preparedness education for staff.
- Chemical spill in the hospital lab tabletop 10/16. Lesson learned included the addition of a single shut off for air handler.
- **November 20<sup>th</sup> tabletop cancelled**
- **December 18<sup>th</sup> tabletop**-fire in a nursing home

*Please let Laura know of any other exercises planned in the community, as GFH would like to participate. Please make recommendations for 2014 exercises and tabletop sessions.*

#### **Education**

- Pediatric Crisis/Disaster Mental Health class for hospital and community responders 10/5. Excellent program facilitated by Gerald Florio PhD. Another class will be scheduled.
- Disaster Mental Health Crisis Response training-2 day program-Date TBD
- **November 22** 1-4pm annual DMH webcast at GFH CLC-Maintaining responder Resilience through Extreme Disasters
- **November 19** at 7:30am in Auditorium A –Dr. Holland will provide one hour CME on basic chemical response (requested by Provider Partnership in Preparedness team). Please let Laura know if you plan to attend.

#### **2013-2014 Deliverables**

- Capital District Pediatric Work Group (Laura chairs this planning team)
- Healthcare Facility Evacuation Center (HEC)
- Hospital/Nursing Home Surge Project
- Education (ENPC and TNCC)
- NIMS/HICS
- Burn care
- Disaster Mental Health

Warren County Public Health  
Emergency Response and Preparedness Committee  
Meeting Minutes – October 23, 2013  
Page 3

- Charles McCabe, Health & Safety Director, Ames Goldsmith Corp:
  1. As of June 30, 2013, Frank Barber is the new President, replacing Bill Hanlon, retired.
- Steve Allocco, NYSDOT, Region 1
  1. A lot of training and drills were held in the summer
  2. With the help of Bruce and Sharon of NYSOEM, NYSDOT did a few session of ICS 300. More ICS 300 will be offered to bring the volunteer EOC pool up- to-date.
- Warren Snyder, National Weather Service: Following is his report, as presented in writing, for the minutes:
  1. NWS Items:
    - Winter Weather Awareness Week this week - Materials at [www.weather.gov/aly](http://www.weather.gov/aly)
    - Skywarn Schedule will be on the web Thursday
    - Weather Safety for School Administrators training available through BOCES. Call Steve DiRienzo at 518-435-9568
    - Fall Emergency Managers Meeting 11/15/2013
  2. Also offered to present next year if desired on Sources of Weather Information, Weather Hazards in the North County, Warning Terminology and Decision Support Services
- Rob York, Director, Office of Community Services:
  1. Currently have 26 clinician volunteers trained in Disaster Mental Health (DMH)
  2. Participated in the Double H Hole in the Woods drill on 10/9/13.
  3. Participated in Pediatric DMH training at Glens Falls Hospital
  4. Working with Laura Stebbins to add another training in the next few months expanding to include surrounding counties
  5. Warren Snyder asked if Rob would present a DMH overview for the weather staff.
- Rob Fitch, Resident Engineer, NYSDOT:
  1. Rob replaced Frank Komoroske.
  2. Seasonal hiring is done and NYSDOT is ready for snow and ice operations
- Amy Drexel, Emergency Services Coordinator, OES:
  1. Reported the committee has lost Cheryl Murphy with American Red Cross; the position has not yet been filled.
  2. Working on Plans.
  3. Hyper-Reach, an emergency notification system that allows emergency agencies to send notifications using the 911 database has been in existence for several years; however public awareness is very low. Due to a presentation OES was making at Queensbury School, it was realized there were no brochures to hand out; therefore, OES has been working on a brochure. (a copy is attached to the minutes). Amy said it takes about two minutes to sign up for the program and encouraged everyone to do so.
- Amy Drexel, Local Emergency Planning Committee (LEPC) Update:
  1. There is a brand new Hazardous Materials Response Plan in place. Amy noticed ESF10 was omitted from the front page and will be added.
  2. Sandy LeBarron will meet with Amy after the meeting on a few other suggestions/changes.
  3. Amy reported the Plan will go to the County Board for approval and then to the State. Once, approved, the master plan will be placed on the LEPC website.
  4. E Plans have been extremely helpful and are still being used for those facilities that have to show what kinds of chemicals are on-site. Due to budget cuts, E Plans were going to be eliminated by the federal government. But due to diligent letter writing , E Plans have been maintained.
- Mike Shaw, Public Health Engineer II, NYSDOH District Office:
  1. Mike reported that on Thursday, 10/24/13, representatives from NYSDOH from several counties will have an opportunity to tour the stockpile on Aviation Road, Queensbury to make sure protocols are in place. He suggested a tour of the OEM stockpiles as a committee program for next year.
  2. Mike expanded on NYSDOH's District Office role for children's camp. He explained DO's regulate the camps, issue permits to operate, and ensure the camps have Safety Plans in place with detailed protocols for certain emergent outbreaks.

Warren County Public Health  
Emergency Response and Preparedness Committee  
Meeting Minutes – October 23, 2013  
Page 4

3. Mike will bring Ginelle's idea to resurrect the annual camp meetings back to his office and possibly include ideas such as active shooter and weather emergencies into the meetings.
- Dan Durkee, Public Health Emergency Preparedness Coordinator:
  1. The Special Needs Registry (SNR) went "Live" on October 22, 2013 and is on the Warren County Public Health website.
    - Dan briefly explained the SNR program. (Brochure attached to the minutes)
    - Promotional materials will be forthcoming.
    - The information is recorded in a central data area. Five agencies currently have access; access will be expanded.
    - The system is easy to use for people in planning or rescue phases
  2. Dan is looking towards running a couple of disease outbreak drills in conjunction with Glens Falls Hospital.

Dan reminded everyone that the 2014 meeting dates are on the agenda, and included on page one of the minutes.

There being no further business, the meeting adjourned at 10:05a.m.

Respectfully submitted,  
Angela M. Meade