LEPC ANNUAL DRILL SUBCOMMITTEE MEETING

Weymouth Police Station – Training Room

140 Winter Street

Weymouth, MA 02188

April 4, 2018, 9:30 a.m.

Minutes

**PRESENT:**  John Mulveyhill, Chairman

 Charlotte Jenkins, Emergency Management

 Joan Cooper-Zack, SSHS

 Chris Carey, Police Department

 Jonathan Tose, Citizen Representative

 John Higgins, Fire Department

 Brian Mingolelli, Mass Maritime

John Marsinelli, Mass Maritime

**ALSO PRESENT:** Patricia McDonnell, Recording Secretary

Chairman Mulveyhill called the meeting of the LEPC Annual Drill Subcommittee to order at 9:35 a.m.

**OLD BUSINESS:**

Chairman Mulveyhill stated the purpose of this meeting is to continue discussion and planning of Weymouth’s annual hazmat tabletop exercise. He stated everyone should have copies of the scenario. There was a section missing the last time but there will be an updated version and he will email it to each member of the committee.

Brian Mingolelli stated the hazardous material they will be working with is chlorine gas, which was chosen because it is visible, is extremely dangerous, and is terrifying if you see it coming at you. He stated they will need evaluators to participate, ideally one from each major department. Chairman Mulveyhill stated that Dr. Whipple will be representing the school department, as well as James Mannion from MEMA. Joan Cooper-Zack stated she will bring someone from the hospital. Jon Tose asked if they want an evaluator from every department to evaluate that area. Brian Mingolelli stated that would be excellent. Chairman Mulveyhill stated the Mass Maritime cadets may want to bring a couple of people.

Chairman Mulveyhill stated Jay Capello, the police department’s IT coordinator, will meet with the town IT director and they will teach his employees how to operate the electronics. For purposes of training they will open the EOC and the mayor’s office will provide coffee, water and light snacks.

Brian Mingolelli stated the biggest item is numbers. Chairman Mulveyhill stated the school department is bringing seven people. Dr. Whipple is experienced at this and handpicked who she wanted to have training. Joan Cooper-Zack asked about the room setup, as the room is usually setup as a circle, and expressed concern with the amount of chairs available. Chairman Mulveyhill stated the room will be set up in a u-shape. Chris Carey stated there are sufficient chairs available for use. Joan Cooper-Zack stated the school reunification piece is a big piece which they are interested in. Chairman Mulveyhill stated there has not been a bus accident where multiple students went to the hospital. In this scenario a lot of kids are going to the hospital from the street and parents will have to be notified.

Brian Mingolelli stated core capabilities are operation coordination, situational awareness, public warning, on scene coordination and protection, law enforcement, public health, healthcare, and emergency medical services. He stated in the EEG and they can flesh out reunification with schools more. They worked on this on the hospital side, but they will work on this on the school side. Chairman Mulveyhill stated the school department is going to have kids going to the hospital in ambulances. Then there will be those who do not need to go to the hospital so they will go to school for reunification. This is where they start looking at jurisdictional barriers. The biggest thing the town will get out of reunification is parents, kids, and the hospital.

Jon Tose asked if they have given any thought to making a list of any agencies who may be involved at some point. Brian Mingolelli stated they kept it within the town. Jon Tose recommended in the future they should think about all agencies that may be involved, such as DOT. Chairman Mulveyhill stated simcells will have to simulate mass DOT, bus companies, state police, etc.

Brian Mingolelli stated some other towns have had students become evaluators and asked if they want them to be facilitators. Chairman Mulveyhill stated he would like the cadets to learn as this is their capstone project and they want them to be good emergency management personnel in the future. He also stated if there is anything needed on the boards in advance and on the screens they can get it loaded, such as specific maps, or PowerPoints.

Joan Cooper-Zack asked if there is a timeline they can share. Chairman Mulveyhill stated everyone in this room should be up-to-date on what is happening now and they will be provided an updated document with minor modifications. School, fire, police, health, Fallon ambulance, emergency management and the mayor’s office will be involved. Joan Cooper-Zack asked about the DPW. Chairman Mulveyhill stated they are trying to determine their role, such as road barriers, but this would be a request from the police or fire department.

Chris Carey asked what would be optimal for participant’s from the police. Chairman Mulveyhill stated a patrol supervisor. Chris Carey stated a traffic supervisor may be there as an evaluator and he could shoot for three people to participate. Chairman Mulveyhill stated he is responsible for having all departments and entities working together to get the job done and not getting into each other’s way. He stated jurisdiction issues are fairly simple. Fire has incident command by state law since it is hazmat. He stated there are a lot of intricate pieces to this puzzle and the beauty of tabletop is it is all discussion and not in the field. He stated after a past drill at the school the fire department asked why the school was not evacuated and found out that the school department has certain state laws they have to follow which police and fire do not always know. He stated when they did Project Safe Schools they had differences of opinions internally for each school. He stated a lot of pieces to the puzzle will come out as a result of this exercise.

Chairman Mulveyhill stated the discussion piece of this is what they want so the police, fire and other departments can learn the school department policies. Chris Carey stated the school department may have to modify their policies based on scenarios. Chairman Mulveyhill stated in some cases they come close but there is not 100 percent consensus and the goal is for participants to learn. Jon Tose stated it is important to get the next rank down to have experience. He recommended having two people who can work off each other.

Joan Cooper-Zack asked if they should be there at 8:30 a.m. for a 9:00 a.m. start. Charlotte Jenkins stated a message when out for an 8:15 a.m. sign-in. Chairman Mulveyhill stated a final invite will go out as soon as all the details are worked out. The Mass Maritime cadets will be there at 8:00 a.m. People can park at the DPW or on the street. Joan Cooper-Zack stated she is bringing seven people, not including herself.

Chairman Mulveyhill stated emergency management will handle logistics and assist the cadets with facilitating. Ted Langill will be PIO. Maps will be on the boards and each department will have a laptop. Jon Tose asked if they will be prompting people. Brian Mingolelli stated yes, and Chairman Mulveyhill indicated he will be prompting also.

Charlotte Jenkins asked if there will be an area available for questions and answers after the event. Chairman Mulveyhill stated a hotwash will be done after the event. Jon Tose stated when they have the next LEPC meeting they can continue discussions.

**ADJOURNMENT:**

Motion made by Charlotte Jenkins to adjourn at 10:15 a.m. Motion second by Joan Cooper-Zack and UNANIMOUSLY VOTED.

Patricia McDonnell

Recording Secretary

Approved by:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

John Mulveyhill, Chairman

Dated: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_