



MINUTES OF THE EMERGENCY MANAGEMENT COMMITTEE MEETING

February 14, 2013

An Emergency Management Committee meeting of the County of Frontenac was held in the Frontenac Room of the County Administrative Office, 2069 Battersea Road, Glenburnie on Thursday, February 14, 2013 at 12:00 PM

1 WELCOME AND INTRODUCTIONS

In Attendance: Elizabeth Savill, Paul Charbonneau, Angelique Tamblyn, Kathryn Aldrich, Mark Podgers, Dave Millard, Bonnie Carter, Kevin Farrell, Adrienne Hansen-Taugher, Jannette Amini, Keiran Williams, Bill Nangle

Guest: Phil Healy

Regrets: Dave Gemmill, Colleen Hickey, Ann Marie Young, Fire Coordinator representative, Alison Vandervelde, Julie Shillington, Lisa Harvey, Gary Oullette, Marian Van Bruinessen

2 REVIEW OF THE AGENDA

The agenda was adopted as presented.

3 ADOPTION OF PREVIOUS MINUTES

The meeting minutes for September 11, 2013 were adopted by Dave Millard and seconded by Bonnie Carter.

DELEGATIONS

a) City of Kingston Central Operating Picture - Phil Healey

The Manager, GIS Services from the City of Kingston did a presentation featuring a pilot web based program that they are working on. He showcased features of GIS that could help during an emergency. Traditionally paper maps have been used but they become outdated so quickly. The driver for this application is that there is a robust user base in the city – over 70 users that represent several departments (roads, construction, utilities, etc.) You can see updated maps from all over the world on this map. Map information that is loaded into Enterprise GIS is provided from many sources including the Ministry, utilities services, fire departments, the City, Transport Canada, etc. The value in the GIS

is the ability to aid decision making through the analytics available. An example emergency (chlorine spill) showed the population that would be affected which identified the evacuation area. Integrated social media feeds into this program and sees what residents have posted on YouTube, Flickr and Twitter. This system operationalizes emergency management.

The next step in this project is assessing how to keep the data up to date and to address the questions that have arisen during these presentations.

A question was raised regarding accessing information on vulnerable population. Census profiles are available on GIS. Sault St. Marie has a vulnerable population registry and it is gaining momentum. Renfrew also has a registry. However, these registries are not complete as they rely on self identification.

4 BUSINESS ARISING

a) Control Group Notification Process

As per the last meeting minutes, Paul, Dave, Alison and Mark were going to meet to discuss the notification process but this item has been carried over. Right now, during working hours, the administrative staff would notify the control group. After hours, the task falls to Paul, Mark and Dave. Adrienne sent a call out process from the Health Unit that Mark will review. They have a 24 hour on call person that is responsible for notification and there is a call-out tree. However, the length of time it took to contact everyone was well over 2 hours. E - Health Ontario has provided a service called ERMS that is an electronic notification system. It appears to be more effective. There is another service called Call-em-all that is relatively inexpensive. Currently, Quinte and Hastings use the Prism system which is used for alert purposes.

Action: Paul, Dave, Alison and Mark will meet by February 28 to decide on next steps. It was agreed that the EM Managers should not be calling because they need to be focused on preparing for the emergency.

b) EMCOMM Memorandum of Understanding

Bill and Mark reviewed this document February 14th, 2013. It will go back to Paul to approve.

c) JEPP Update

It has been confirmed that JEPP is no longer available. The current status of our 2012/13 JEPP grant is that we are waiting for emails and quotes to come back from vendors for the Smart Boards. A question was raised asking if a Trillium grant could be a source of funds. They only give funding to the townships, not the county. Mark suggested that industry could become involved by sponsoring the EM committee.

5 ONGOING BUSINESS

None

6 NEW BUSINESS

a) CCG Training and Exercise Strategy and Dates

We are currently trying to find a suitable date in June for the exercise that does not conflict with Council. North and Central Frontenac and Islands want to be involved. We have not yet heard from South Frontenac. The joint meeting is at end of the month and it will be determined at that point who will participate in the exercise. EM Ontario has mandated that the training be 4 hours. It may be possible to insert training breaks into the exercises. It was suggested that the exercise be based on high risk HIRA for all municipalities. As an FYI, there is no requirement to run a functional exercise. The city does a field exercise every 5 years because they have an outside partner to pay for the exercise. As an FYI, level of vulnerability is being added to HIRA's mandated from the province. This will be done in the fall.

Action: Paul and Mark to meet with townships. Make a decision as to what the exercise will be.

b) Public Awareness and Education Strategy

The first week of May is EM Week. Awareness for Seniors is the focus this year. The committee recommends that we do more face to face education. KFL&A Public Health suggests that we can partner the message with health preparedness. The townships are supportive when they are brought an idea so Paul and Mark will take it to the township meeting at the end of the month for help in disseminating the message. One idea was that we could do presentations at the local libraries. Another idea was to do a vulnerable sector website. There would have to be a huge campaign to educate the public with this option. Sault St. Marie is attending the Red Cross Convention to discuss their vulnerable sector website so Mark will give us a summary of their program after the convention.

Action: Paul and Mark will discuss this at the next township meeting.

7 ROUNDTABLE DISCUSSION

Kevin - wants to work towards the GIS Enterprise system here. He enjoyed the presentation since it's nice to see where we can go. Dave says we have started talking about joining the program but there will have to be a contract signed. As a one person GIS shop, we have to be reasonable with how often the data is uploaded. Paul asks if this is something that should be put into our work plan with milestones. Dave said it is a little early in the process for that but it is something we can look at doing.

Paul – Gary Bullock has retired. Rick Cheeseborough should be joining us to represent the Fire Coordinator.

Bill – has been concentrating on the digital side of the radio. They are experimenting with it now and it displays a regular email screen. The data is encrypted digitally on Outpost or Packet. Also, Winpak is a way of sending email over the radio and replies can be received as well. The aerial still needs to be moved and Mark is following up with this.

Mark – Lisa was not here but they are swamped with work at the Ministry and she will likely only be able to be here twice this year. They are down another representative at this time. The Loyalist sector meeting is the 29th May in Gananoque. After this meeting, the meetings will be held in Napanee.

The Ministry of Education is currently discussing why we can't go into the schools. There is no EM person for Limestone or Algonquin. Schools are required to have evacuation and lockdown procedures so there may be an opportunity there to help.

In emergency situations, the OPP are opening reception centres. Municipalities have not been included in these decisions. This needs to be addressed.

ODRAP has taken the topic of drought conditions to the province to find out why it is not included in the HIRA. More information will follow.

The Red Cross Conference is in March. Guest speakers include the OPP, CP Rail, and MASAS. Mark will give a synopsis of what he learned when he comes back.

8 DATE AND TIME OF NEXT MEETING

The next meeting is scheduled for June. Because of a conflict with council a new date will be distributed shortly.

9 ADJOURNMENT

The meeting was adjourned at 1:43 PM.