
Westfield Local Emergency Planning Committee

Meeting Minutes of September 7, 2022

1. **Introductions:** Deputy Fire Chief Eric Bishop called the meeting to order and announced the meeting is being recorded. The sign-in sheet was passed around.
2. **Acceptance of June 1, 2022 Meeting Minutes:** Deputy Bishop ascertained a motion to accept the minutes for June 1, 2022. Deputy Fire Chief Pat Kane Jr. made the motion to accept the minutes. Steve Malochleb seconded the motion.
3. **COVID-19:** The number of positive cases had decreased over the summer. The Health Department, working with Behavioral Health Network, has been administering COVID boosters on Thursdays at the Farmer's Market. A new vaccine is being released and will be available on September 8.
4. **Grant funds for LEPC:**
 - a. Most of the items have been received except for the batteries which has a potential delivery date in November.
 - b. Reimbursement has been submitted for the items that have been received.
5. **Peter Miller, Director of Community Development:** Peter Miller was unable to attend the meeting.
6. **Upcoming City Events:**
 - a. PumpkinFest is scheduled for Saturday, October 15, 2022.
 - b. Half Marathon for Boys & Girls Club will be using the bike trail since Western Ave is under construction.
7. **Past Events:**
 - a. Firework celebration – Traffic was not an issue for the fireworks. There were a few shell casings that fell onto the spectators.
8. **Emergency Management:** There wasn't any weather related issues since the last time LEPC met. There will be a meeting today regarding the 2023 air show. A new round of grants will be released soon.
9. **Report from MRC and CERT:** Three candidates are being interviewed for the position of a new director for the MRC. Twenty-five people have signed up for a new CERT class which will be starting in a couple of weeks.
10. **Tier 2 Updates:** Nothing new to report on Tier 2. Evacuation plans and floor plans can be emailed to Deputy Pat Kane Jr. so he can add the information to the Fire Department's tablets.
11. **MEMA:**
Link to MEMA course calendar website <https://mematraining.chs.state.ma.us/TRS/trainingCalendar.do>

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12. New Business:

September 11 Ceremonies will be held at 10 a.m. at Westfield Fire Department Headquarters and then later in the day at Sons of Erin and at the memorial near Westwood Restaurant.

A new Secretary/Treasurer is needed for LEPC. The November 2, 2022 will be the last LEPC meeting for the current secretary. A request was made for the current members to think of potential people who could be the secretary starting with the March 2023 meeting.

13. Departmental Reports:

Airport – UMASS sport team charters started last week. Air carrier and aircraft transports for sports teams will continue through October.

The air show is scheduled for May 13-14, 2022. There will not be a jet team performing at this airshow. They are trying to obtain a F35, F22 or F18 demo team to be part of the show. A meeting is being held today at 1 p.m. for first responders at the Base's dining hall for traffic planning. The annual tabletop exercise will be scheduled for February 2023 and the topic will be Air Show Response.

FEMA and MEMA completed an assessment for Barnes to be a staging point in case of a natural or man-made disaster in Western MA. A draft report has been received.

Airport's Emergency Plan has been updated. A new chapter was added for unmanned aerial systems or drones. There has been an increase of drones flying too close to the airport. A seminar may be held in the future for drone operators as a review of the drone flying rules.

Baystate Noble – Current COVID cases are high but manageable. The hospital passed their Joint Commission Review. The last exercise held was an OR Fire Drill on August 3. Fifty staff members and surgical staff attended and the exercise went very well.

Dispatch – Nothing to report.

DPW – Nothing to report.

Health Dept. – The nurses have started TB testing again.

Mestek – The company is expanding, upgrading fire alarm systems and increasing capabilities in their facilities.

SWW – An evacuation exercise will be scheduled for October 4, 2022 at the West Parish Filter location. The Emergency Action Plans are being worked on for Cobble Mountain and Borden and should be completed soon. Training will then be held with the action plans for the Fire Department and other community members.

WFD – There were a couple of small fires over the summer. One fire was at Dirat Laboratories where batteries had caught on fire. Ambulances have been busy.

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WG&E – Emergency Responder Awareness mailings will be arriving soon. Fire drills were recently held at the Operations Center and 100 Elm St office.

WPD – The Police Department is still looking for a building to replace their current headquarters. The department is working on an MOU with Westfield State University to add 14 or 15 WSU officers to help with security details and shows.

WSU – Students have returned. There are approximately 1810 students on campus. Wilson Hall's sprinkler system has been completed and is on-line. A tabletop drill was held with Gateway Schools and Huntington PD. The Woodward Center will be their reunification site in case of an evacuation of students. Western Region Homeland Security Council is offering training classes in this area over the next couple of months such as Search and Tracking at UMASS.

Other Departments/Businesses – The Boys & Girls Club has created a new evacuation plan. In case of an emergency, people will be located in the original main building of the B&G Club. No one will be in the new section. The evacuation plan will be forwarded to the Police Chief and the Fire Chief.

Deputy Bishop ascertained a motion to adjourn the meeting.

Nina Barszcz made the motion.

Pat Kane Jr. seconded the motion.

9:32 a.m. – Meeting Adjourned

Next Meeting – October 5, 2022

