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SEP - 5 2019 Westfield Local Emergency Planning Committee

Meeting Minutes of June 5, 2019

WESTFIELD CITY CLERK

1. **Introductions** – Fire Chief Patrick Egloff called the meeting to order. Chief Egloff announced the LEPC meeting is audio recorded. The sign-in sheet was passed around as well as a copy of the membership list to confirm contact information and to remove anyone who is no longer employed at their company.

Andrew Champiney introduced himself. He is supervisor at NGL Energy Partners on Summit Lock Road (formerly DCP Midstream).

2. **Acceptance of Meeting Minutes:** Chief Egloff ascertained a motion to accept the minutes of April 3 and May 1, 2019 meeting minutes. Mark Goodiness made a motion to accept the minutes. Pat Levesque seconded the motion.

3. **Past Events:**

a. Westfield 350th Anniversary Weekend – May 17 – 19, 2019

Harry Rock spoke about the phenomenal weekend and commented how the weather was perfect.

“It was the one weekend where everyone got along”. Everyone came together for Westfield.

Harry thanked the City Departments for their help:

Parks & Rec	Police Dept.	Special Police	Auxillary Police	G&E
DPW	Fire Dept.	Westfield State	Jim Wiggs	Mayor’s Office
PJ Miller				

Harry thanked the members of the LEPC for their spirit of cooperation, help, participation and your patience with road closures and crowds.

Chief Egloff mentioned an “after action” meeting at the Tech Center which included Dispatch, Fire, Police and Emergency Management. One of the outcomes from this meeting is the need to develop a written plan, with help from MEMA, for large events such as the 350th and Memorial Day Parade. Police and Fire both had a plan and worked together but there isn’t a written plan that any one department could review to see everything that is going on. The plan can be broad and doesn’t have to be specific.

b. Memorial Day Parade

There were no issues at the parade and it went off well.

4. **Upcoming City Events:**

a. WHS/WTA Graduation Ceremony at Barnes Airport – Graduation ceremonies to be held in front of Hanger 2. Parking will be available at the businesses in the area. Weather is a concern.

5. **Update from Jim Wiggs on Emergency Management** – Jim Wiggs was not able to attend today’s meeting.

6. **Report from MRC and CERT from Ed Mello:** Ed Mello was not in attendance.

7. **Tier 2 Updates** – Deputy Chief Pat Kane Jr.

Deputy Kane requested if any businesses have new contact information or updated floor plans to please forward it

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to him.

8. Departmental Reports

Mayor's office – Albert Masciadrelli relayed the message from Mayor Brian Sullivan thanking all participants for their part in the 350th Anniversary especially those industries impacted by the events. In regards to the Cowles Bridge, it is an ongoing process and to be mindful of that area. DPW is trying to correct the deficiencies of the highways and roadways through Westfield.

Flood – US NRCS has accepted their application to rehabilitate Powdermill flood control dam. Both dams are now under NRCS and are in the planning stage.

SWWT – Continuing to update our Emergency Action Dam Plans and will soon be having an evacuation exercise.

Fire – Deputy Bishop is reviewing the areas on the dike with the warmer weather approaching. The area is overgrown and is hoping the area will be mowed down.

G&E – After the Merrimac incident, one of the big findings from a 3rd party assessment of many gas companies, was the lack of emergency plans. WG&E is preparing for a tabletop exercise for a gas emergency and would like the Fire Dept., Police Dept., and Emergency Management to be part of the that exercise.

NGL – In July, the company will be converting to allow the truck drivers to load themselves. This conversion will allow drivers to load even after the business closes (after 6 p.m.). Software, cameras and safety devices will be installed. The safety devices have the ability to shut down the system automatically.

Baystate Noble – The hospital had a pipe break on the 2nd floor in the middle of the night. There is construction in the front lobby.

WSU – Orientations will be occurring and summer camps are scheduled to start in July.

9. MEMA – Bruce Augusti – The \$10,000 grant's deadline is approaching (June 30, 2019). The competitive grant is for emergency management.

The next class will be held in Agawam on June 24 & 25, 2019. It is a class to become an evaluator for a tabletop drill.

MEMA website for available trainings: <https://www.mass.gov/service-details/mema-training>

Chief Egloff mentioned the Fire Department completing a tactical training for active shooting event. A member of the dispatch center and police officers joined the department in the training. With some remaining available money, the department is looking at running an exercise at a school or at WSU and/or purchasing ballistic vests.

10. New Business – Bruce Augusti asked if the group would be interested in attending a conference to listen to a retired police chief from Manchester, CT speak about an active shooter situation. This chief was a guest speaker several years ago and the conference was well attended then. This retired police chief is now the chief in Uxbridge and he has revised his speech regarding the disgruntled employee who killed fellow employees in Manchester, CT.

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Chief Egloff reiterated the need to work on a written plan (in regards for events) for the City with the help from MEMA.

11. Next Meeting – September 4, 2019 – Little River Road Station 2.

Chief Egloff ascertained a motion to adjourn.

Mark Goodiness made the motion.

Tammy Tefft seconded the motion.

All in favor.

– Meeting Adjourned at 9:28 a.m.