

Upper Uwchlan Township (UUT) Emergency Management Planning Commission (EMPC)

Meeting Minutes Thursday, March 25, 2021 6:30 PM **DRAFT**

I Call to Order

Byron Nickerson called the EMPC meeting to order at 6:30 PM. The following members were in attendance via "Zoom" teleconferencing: Byron Nickerson, Richard Ruth, Tom Kelly, Cathy Tomlinson, Kevin Cook, Steve Hirsch, John DeMarco and Jamie Goncharoff. Also, in attendance was Tony Przychodzien (Tony P) from Chester County Department of Emergency Services.

II Approval of Previous Minutes

Richard Ruth made a motion for the Draft Meeting Minutes to be approved. Kevin Cook seconded the motion. The meeting minutes were unanimously approved. No abstentions.

III Fire Services Report

- Richard reported training with the new tower fire truck, as well as hand tools secured on new truck. Driver training has begun.
- Lionville has started live burn training at the Coatesville Training Center. Cathy asked who pays for the training, and Richard said the firehouse budgets and pays for the training expense.
- Jamie Goncharoff asked the size of the new tower truck. Richard confirmed that it's the same size as the old truck - 100'.

IV Emergency Medical Services (EMS) Report

- Cathy noted that training is being held at the Minquas Fire Company every Wednesday night, and that she would like to attend. She will report back to the EMPC on what she learned from the training. She had no specific details on the type of training they do but will possibly attend one night in May.
- Byron asked Cathy to reach out to Shanna Lodge about putting something regarding Uwchlan Ambulance on the township website for social media exposure.

V **County Report**

- Tony P said the Peach Bottom Exercise went well on March 2nd.
- Based on issues encountered during the Peach Bottom Exercise, Tony suggested that we consider having a backup Radiological Officer for the Limerick Drill.
- Tony reported the Kimberton Fire House, West Chester University and Government Service Center currently has vaccination sites set up with the County Health Dept. overseeing the operations.
- Tony is working with FEMA to review our Emergency Operations Plan (EOP) and Radiological Annex. We do not need to do anything. He will have the final plan for EMPC's review/comment, and for the Board of Services to eventually adopt.
- Lastly, Tony emailed two weeks ago, while working in the call center, that multiple F16 fighter jets escorted a private plane to the Chester County airport due to incursion of the 30-mile "no fly zone" around Wilmington due to President Biden's recent visit.

VI **Training Officer Report**

- Byron mentioned that Steve Hirsh expressed interest in the upcoming PSATS and TEMA videoconference. Byron highly recommended TEMA's training as the trainers are excellent. Be sure to sign on early because most of the emergency management-related information is presented in the first couple of sessions. Cathy Tomlinson expressed interest in attending as well.
- Byron said that he and Kevin Cook had attended a second training session this month for the Smart Board. While progress has been made, some technical issues remain. Tony P said West Vincent's EMC (Jim Gooding) has a Smart Board. Byron will reach out to him to compare notes on the use.
- Byron commented that the smart board has many great capabilities. He plans to add enhancements such as a camera and microphone onto the top of the board so that field workers, during an incident, can more readily participate in EOC meetings. Kevin added that meeting participants can download an app, which allows them to enter a 6-digit code, which permits full access to the smart board and meeting audiovisuals.
- Byron mentioned holding our April meeting in person; perhaps outdoors to test the smart board system from the field. Cathy suggested meeting at the gazebo at Hickory Park and Byron asked Cathy to reserve it for our group. It was suggested that Richard Ruth request that the new tower fire truck to the park. He said that it would not be a problem. After further discussion, it was decided to hold the meeting at the Public Works site because the fire truck would be too distracting to little leaguers and other onlookers. Cathy suggested having the meeting at Public Works and commented that the doors to the building could be opened and the meeting held inside in the event of inclement weather.
- Note: Subsequently, it was decided to hold the EMPC meeting at the Lionville Fire Station so that all of Lionville's equipment could be inspected in a setting with suitable air circulation.

VII Pipeline Officer Report

- Tom Kelly reported that there have been no decisions regarding the rerouting of the pipeline in the vicinity of Marsh Creek.
- The Meadow Creek Drive phase of the Energy Transfer pipeline project will be wrapping up early next week.
- Tom reported that no sink holes have been observed.

VIII Chairman/Coordinator Report

- Byron welcomed Steve Hirsh to the EMPC, asked each commission member to introduce themselves and speak briefly regarding their background.
- Byron asked Jamie to explain the difference between a Commission and a Committee. Jamie responded that a commission is a formal body that is passed by Township resolution, and that it must comply with the Commonwealth's Right to Know Law. A committee has a much lower level of authority than a commission, and that committees are routinely created and disbanded for specific purposes. Commissions may have standing and ad hoc (temporary, special purpose)
- Q1 Training is scheduled for March 30th. Byron will be attending and will also be attending PEMA's severe weather training on April 22nd. Cathy expressed interest in attending that training.

IX Old Business

- Byron reported that all EOC equipment and other materials have been moved from Public Works Building to the EOC storage room located in the Township Administration Building. He is going through old documents and will be digitizing important documents and making them available for review by EMPC members and the public, if interested.
- He discussed the Community Emergency Response Training (CERT) information that he found. It included the names of approximately 30 people that attended the 2008 training. That training was completed in 2 days. Tony P said that two-day CERT training is no longer provided.
- EMPC Stickers are available for anyone who wants them. Stop by the Township building to get them from Kathi.
- Byron confirmed with Richard that a letter had been sent to Eagle Topsoil regarding the fires and maintenance of the mulch pile.
- Jamie circled back to the CERT Training subject. He suggested developing an organized structure with the various Community HOA's to help their community with emergency planning and response. Training could include CPR and First Aid. The training could be similar to CERT but not as extensive - like CERT training was 10 years ago. Cathy suggested possibly getting Uwchlan Ambulance to give the first aid training. Tony P suggested discussing this further with an EMPC committee to see if there was something similar to CERT training that could be provided through the County.

- Jamie said having a plan or structure and possibly different levels like basic and advanced training. Kevin mentioned the possibility of putting something in the HOA newsletters to gain resident interest to be on the committee. Consideration and discussion of this topic will be continued.

X New Business

- Byron asked Jamie if there were specific requirements to form a committee. Jamie suggested Byron confirm with the Township Manager. He said the BOS is meeting with HOA's for outreach services the 13th of April. Jamie said to check with Kathi or Gwen for a complete list of HOA leadership people.
- Byron plans to update the Township's Emergency Operations Plan's Notification and Resource Manual (NARM). The focus will be on updating the detail associated with physical resources, such as specific numbers and types of equipment (e.g., capacity of the various dump trucks). While a Township administration person needs to be involved to update the text of the EOP, the template of the questionnaire needs to be altered. Steve Hirsh offered to take the lead on this effort. A number of EMPC members offered to assist.

XI Round Table

- Tony P said the County's center on Boot Road has been doing vaccinations for all school district employees. They have it very well organized, one way in, one way out. From the time of registration to the time they finish with the vaccination is 26 minutes per person.

The next meeting will be held on Thursday, April 22, 2021 at 6:30 PM.

Respectfully Submitted,

Kathi McGrath
EMPC Secretary