



Weston Emergency Reserve Corps
WERC

Meeting Minutes

**Thursday, September 12th, 2019
12:30 – 2:00 PM
Weston Town Hall – Lower Meeting Room**

Attendance: Sandra Ashley, Laura Azzam, Wendy Diotalevi, Julie Hyde, David Kominz, Stephanie Lynch, Paul Martin (sec), Barbara Meisner (vice chair), Rudy Ruggles (chair), Marilyn Savage.

Call to Order and quorum call: 12:35pm

1. Approval of Minutes - [August 8th.] – Rudy asked if minutes of the August 8th meeting were reviewed by the EC members. With one change to the report that Stephanie will look at pet pamphlets not review all pamphlets. Rudy’s motion to approve was seconded by unanimous voice.
2. One of the Action Items from last meeting, namely to hang the WERC Banner across the street in town center, could not be executed due to the extensive construction taking place in town center. Wendy noted that going forward the removal of all telephone poles will make future hanging of the banner not possible.
Action Item: Wendy will research alternative locations for the banner and discuss with the selectmen.
3. Noting his intent to do so at all meetings Rudy reviewed the overall objectives of WERC, as follows.
 - a. For the core WERC organization
 - i. To increase our ability to respond
 - ii. To increase the roster
 - iii. To increase organizational engagement – the number of volunteers who are engaged
 - iv. Increase readiness
 - v. Increase connectedness
 - b. For the community at large
 - i. To increase personal preparedness
 - ii. To increase awareness
 - iii. To increase wellness

As we go through the last few months of this year we need to think about how we are doing all those things in section a. above. National Preparedness Month (NPM) is all about section b. meaning about community preparedness and communication. We will have events going forward where the community will have the opportunity to pick up the pamphlets etc.



4. Rudy asked about what communication was received by the group from the town. Depending on how one is signed up to receive notifications one might get email, text or by other means. Noting that Kara has put information in the town's FB page also. Several committee members noted that they received a message from the town about getting a preparedness kit but that they had missed the time window for getting the kit by the time they saw the message.
One committee member did receive a text notice. Rudy explained that the particular notice in question was a test from Region 4A of the Send Word Now (SWN) system and that it is a test of communications to see how quickly people respond for such things as finding out who is available to help in events like setting up or deploying to a shelter.
5. Rudy asked who did not get an email message from MA Responds (the MRC's network) asking whether or not they have a preparedness kit. Most folks responded that they had received the message. Paul did not.
Action Item: Wendy will check into why that is the case and get it remedied. She will work with the Region Coordinator to make sure their list of volunteers matches ours.
6. Where we currently put messages relating to NPM include through Kara Flemming (for all the town channels), Westword, the *Town Crier*, and Patch (online).
7. Barbara reported on picking up the task that Karl formerly did of placing NPM information at the Weston Library. Barbara printed up some material from the government web site on this year's theme of "Prepared, Not Scared" and brought it along to a meeting she arranged with the head librarian Jennifer Warner. Ms. Warner said they would put up the information for the entire month of September, that they would create a kiosk and also equip it with additional informative material and relevant books to help educate people to get prepared.
8. Barbara reported on having great success with having preparedness information put on display at the Council Of Aging Open House through one of her neighbors, and by working with Mignonne Murray, the COA Director.
9. Barbara reported also on having great success with Christopher Fitzgerald at the Recreation Center who has a display area and cubby where we can place brochures for people to take. There was some information there already which appears to have been from former year. Barbara and Wendy had met earlier and gotten the appropriate materials and brochures from the storage area so she would be fully equipped.
10. Rudy asked for an update on the flu clinic date. Wendy noted October 24th as the designated date. Wendy described the outline plan for the clinic, prepping at about 4pm and having the clinic run from about 5 to 7pm. We don't have a vaccine yet. We will wait until about mid-October so as to not have to get multiple deliveries with differing lot numbers. The Community Center Great Room will be the venue. Thankfully, Sharon has made contact with the necessary folks to arrange for access and resources. Rudy will not be able to take WERC lead that day. Barbara will. There was some discussion



on not knowing who and how many qualified people will show up to administer the flu shots. Many just show up and there has always been enough of these volunteers but it is an uncertain process.

Traditionally volunteers have spoken to Jane so she knows who to expect. Paul asked if it would be helpful to ask volunteers to sign up on something like an Eventbrite form and indicate the hours they will serve. As in past years, there will be a volunteer sign-up site, even though not everyone uses it.

11. Noting that this committee will have another meeting, October 10th at which we can do a little more detailed planning for the flu clinic, Rudy asked whether the offer from the Weston Scouts through Rich DeVito would be useful. Wendy noted that if they want to serve they would be welcome and that there are various tasks that could be assigned to scouts of various ages.

Action Item: Rudy will contact Rich to discuss options for scout activities and tasks at the flu clinic.

12. Rudy inquired of Wendy if the Fire Department event is definite.

Action Item: Wendy will connect with the F.D. to confirm.

13. Rudy inquired about dates for the November Annual Dinner. There was discussion on possible dates on the premise that Tuesdays and Thursdays are the preferred days. Wendy contacted Sharon to check if the Great Room is available on any or all of the proposed dates. Sharon got back to her with information that looks like the November 7th date would be best – to be confirmed later.

Action Item: Wendy will get 2 alternative dates to consider.

14. Rudy asked about speaker and topic for the dinner reminding us the Psychological First Aid was one of the topics previously proposed. There was discussion on experiences and recent trainings on PFA and whether those presenters might be good at the dinner. Laura noted that there will be an upcoming ALICE (Alert, Lockdown, Inform, Counter, Evaluate) training for middle-school parents (Sept 17th). Rudy mentioned a Region 2 publication for a table-top discussion on active-shooter scenarios. There was discussion on having several topics and presenters and what topics would attract attendees to the event. Some of the topics are ones for which we could offer trainings in the future.

Action Item: Laura will attend the ALICE Training and contact the presenter to find out if interested.

15. Rudy mentioned other possibility for dinner presentation of Great Shakeout – Earthquake Awareness. Weston Observatory might be interested in getting more attention and awareness of their service.

Action Item: Paul will contact the Weston Observatory to explore presenter and topic possibilities.

Rudy asked Paul to report on the General Coalition Meeting he attended earlier in the day. Paul noted that there was an election of a new EC member this day and that there would be another opening to be filled by election at the next GC meeting. Paul outlined the general format of the GC meetings which is: funding requests and approvals under the various grant umbrellas, CLR Community Reports (reports on how grant funds were actually spent from NC8, Newton, Sharon, Watertown and Winthrop); (a funding request for sharps containers was rejected because the item was designated as to be funded under the flu clinic budget); MRC Region updates, 4A, 4B, Burlington; Planner Updates; DPH Update; HMCC Update; special project reports. The Special Project report at this meeting was on the new joint Region 4A/4B website being developed under direction by Brookline. Several personnel from each MRC will



be solicited to become trained in system updates and administration. They are soliciting content creators now. The intended users are MRCs and volunteers, not the general public.

Rudy provided a little background on the expectations and activities, exercise and practice expected of each MRC and town. There was discussion on the growing requirements and suggestion to invite the recently appointed volunteer coordinator Patrick Fagan (Amy's replacement) to one of our meetings.

Action Item: Rudy will reach out to new coordinator and will determine what, if any, compliances we need to update.

16. The committee reviewed the draft logo designs that have been developed by Anne Ashley. There was discussion on people's response and preferences. Rudy reminded the group of the MRC Standards which dictate certain restrictions on logo design. After some discussion the consensus was to adopt design #5 with a change to use the heavier blue bottom text from design #6.

Action Item: Sandra will ask Anne to generate the new logo design

17. Following the logo conversation the committee discussed tchotchkes and things to promote our brand with the possibility to have somethings to hand out at the Annual Dinner in November. A calendar from the "Do1Thing" organization was recommended. More discussion at next meeting.

18. Next meeting will be October 10th, the Annual Dinner will be November 7th or 14th. December 12th will be our planning meeting at which we will review 2019 and discuss plans for 2020.

19. Rudy will issue a new edition of our Newsletter in the near future in which he will restate and define the Overall Goals for WERC as outlined at the start of this meeting for both our core presence and for the community at large.

20. There was brief discussion on the question of posters and flu clinic signage and the topic to be further discussed at the next meeting.

21. Motion to Adjourn was called and seconded at 2:15pm