

Emergency Management Agency
City Hall, 562 Main Street
Melrose, MA 02176



Melrose Control Center
Office - (781) 979-4111
Fax - (781) 979-4211

Full Membership Meeting
Mystic Region Emergency Planning Committee
Tuesday, October 18, 2011
9:30 AM
Sheraton Colonial - Wakefield
Minutes

Welcome - 10:00 AM Welcome from Rick Tustin

Report of Committees

Training – Mark Rudolph – after-action report for 05/01/11

Health

Business & Industry - Need chairman

Planning – Rick Tustin – Recertification process is being streamlined.
June 2012 next deadline

Treasury – Ed Kelly \$19,364 Waiting for \$2000 from Boston Generating

Website up and running www.mysticrepc.org

Introduced Sarah White from MEMA – our new contact

Presentations

Educational Sessions

**1. MEMA Resource Management System RMS
Presentation by MEMA**

MEMA RMS Coordinator: Jaci Hamel

Phone: 508-820-2067 Email: Jaclyn.Hamel@massmail.state.ma.us

MEMA RMS Training Coordinator: Travis Hengen

Phone: 508-820-2036 Email: Travis.Hengen@state.ma.us

The **MEMA Resource Management System (RMS)** is a NIMS compliant resource inventory and tracking tool. RMS is a customized off-the-shelf software product that has been modified to meet the unique needs of the Commonwealth, its jurisdictions and its users. The primary function of RMS is to facilitate requests and support mutual aid between communities. RMS can be used during daily operations and emergency response to search for, request and track resources. RMS delivers resource visibility and tracking capabilities throughout all phases of an incident.

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2. Mark Rudolph – MBR Consulting

AFTER-ACTION REPORT presented for the Full scale Exercise/Drill with Hallmark Health. May 1st

Key Issues:

1. Communication
2. Decision-Making
3. Effective use of resources

TO DO - Schedule

1. September 2011 – start to compile paperwork for Recertification
List of requirements for each community have been sent via e-mail to EMD and Heads of Government.
2. May 2012 – goal for submittal to CERC
3. October 1, 2012 – goal for Recertification

Membership Attendance - 60 attendees