

Eastwick Lower Darby Creek Area Community Advisory Group
Health, Safety and Communications Working Group
Monday, November 23, 2015 6:00 – 7:30 PM
Eastwick Regional Recreation Center
Meeting Minutes

1. Attendance:

Larry Brown	Josh Barber	Chere Jordan Co-Chair
Anna Katenta	Deborah Jefferson	Terry Williams
Leonard Stewart	Dr. Marilyn Howarth Co-Chair	

2. Community Involvement Plan(CIP)(Larry Brown)

This document will serve as the working plan for how the EPA will communicate with the community, will also include language about where and how the community can get information from the EPA, and resources that the community members can access if they have environmental concerns. The CIP is still in early stages of development, and a draft for the community will be available in Spring 2016, with a 30-day comment period. The CIP will include the following sections: History and background of Eastwick community; superfund site description; community involvement goals and activities. Larry will share previously published CIPs of other sites to the HSCWG.

3. Communications Plan (Marilyn)

- Dr. Howarth created a working document for communication strategies, and who might be responsible for each communication activity.
- Current sections
 - Vehicles for communication – methods that the CAG can use to communicate with community members
 - Routine communication – communicating with community members about meeting times, changes and/or cancellations to meetings. We will utilize the CAG website, email account and Facebook.
 - Emergency communication – plans for communicating during an emergency. Josh and Larry will provide information about how other communities have accomplished this.
- **Recommendation – all Working Groups should send messages and meeting announcements through the CAG email account, for the LT to send out to the entire community.** This will allow a broader community group to stay informed if they would like to.
- Facebook – It would be very helpful for a facebook page to be developed. **We recommend that someone on the CAG be identified to set this up and monitor it and that a member of the leadership team maintain oversight of the page. We also recommend that the page be limited to just videos and news items, and turn off comment functionality to avoid needing to monitor the page minute by minute to identify inappropriate postings .**
- Ted Behr, from SWCDC has been writing articles about CAG meetings in the Globe Times. Dr. Howarth will investigate the process and include it in the communication plan.
- The HSCWG should consider including the TAG in the development of the communications plan, especially for communicating technical updates and emergency communication to the community
- Communication ideas – host a meeting for block captains to inform them about what the EPA is doing and how they can get involved in the CAG. The block captains have monthly meetings with the Police (12th District). Anna will create a spreadsheet with pages for contacts of community members that are not CAG members; such as Pastors/religious leaders, block captains, local legislators and representatives of Eastwick wards

- We reviewed a map of home addresses of CAG members and found that they were not as geographically spread out as we had thought. The block captains may be a more geographically spread group for outreach.

4. Website update (Anna)

- Anna presented on the features of the CAG website and asked for volunteers to take photos at CAG and Working Group meetings. Deborah will send Anna pictures from previous meetings.
- Josh will provide a static map that labels the landfill, and maps of testing sites to post on the website.

5. Future meeting dates and location: Eastwick Recreation Center 12/17

Respectfully submitted,

Anna Katenta