

Addison County Emergency Planning Committee
MINUTES
VSP Barracks, New Haven • September 27, 2017 • 5pm

Presentation

Porter Medical Center—Mike Leyden, Mike gave a short presentation about Porter's emergency plan, its implementation, and its future. Porter is part of a statewide hospital hazard vulnerability and risk assessment group. Hazards focus on three key areas: natural (eg weather), human (eg pandemics, hazardous incidents), and technological (eg failures of technology, life safety systems). The emergency plan is a multi-phase plan—review/format; content update; workforce education; test; and then go through the stages all over again. Porter has an extensive printed guide to the plan focusing on the who/what/when/how of any incident or event. The ICS model is used throughout and they are moving away from code-speak to a plain language mode for both the EOP and day-to-day use.

Local Emergency Planning Committee Meeting:

Called to order at 5:36pm

1. Introductions

2. August, 2017 Minutes—Motion to approve as printed by Tom H, Seconded by Erik *Motion passed*

3. Treasurer's Report— Motion to approve Report made by Tom H, Seconded by Erik. *Motion passed.*

• **Expenditures/Bills/Reimbursements**—**Motion by Tom H, Seconded by Bob, to reimburse Matt Fraley** for the meeting's refreshments. *Motion passed.*

4. Budget—[Tim] Our original budget, submitted in April, included funds requested for a “drop-in” Incident management team and TIER II training (A la “For Dummies” format). Our budget was not approved, but at the last SERC meeting, Tim arranged with Todd Cosgrove to present a similar TIER II training effort to this group as an introduction to the full presentation/training module he could give to TIER II folks in this area, if we think it will suffice. Bob MOVED, Tom S SECONDED, to amend and resubmit our budget, removing the “TIER II for dummies” and the Incident Management Team development. Thus reduced, the budget amounts to \$14, 025. Tim will handle the resubmission.

5. EM Conference—Tim and Lisa were the only two attendees from this group. Lisa found it very informative, especially for those who are new to emergency management as is she. Of great interest to her was a discussion of the possible formation of an intrastate group which would work together on their similar interests. Tim attended the CBRNE, School Safety, Cyber Ssfety, Senior leadership Seminar, and a presentation on changes being considered to the Fire and

Safety Codes. He noted that VEM is developing another LEOP version, and brought back a handout produced by St Mike's and the HazMat Team for First Responders (to keep in their kits) and mentioned that they have several short videos available for training.

6. DEMHS Report —[Josh] Eric Forand, Bristol, has been hired by VEM to coordinate State-level exercise planning. He noted that there is a workshop coming up in January, more details coming out soon.

7. Round Table

- In response to a question on behalf of Middlebury College students regarding what disaster preparedness exists in Addison county, Tim noted that there had been several CPOD locations designated, and we even had had a drill several years ago. It appears to have fallen into the pile of neglected and forgotten good ideas. Mention was made of the work-together efforts between large grocers and FEMA to set up generators and truck-in supplies once roads are re-opened
- Matt noted Puerto Rico's healthcare issues after Irma and Marie.
- New officers will be needed when we have our elections in March.

8. Adjourn: Tom HMOVED, Erik seconded, to adjourn. *Motion passed.* Time: 6:00pm

Respectfully submitted,
Robin Conway, Secretary

Upcoming Events:

- ***ACEPC Combined Winter Meeting***—Nov/Dec, date TBD

For D EMHS/FEMA trainings & sign-up, see: <https://vermont.csod.com>
All DEMHS trainings require registration. If minimum attendee numbers are not met, course will be cancelled.