

Accepted: March 25, 2008

Addison County Emergency Planning Committee, District 8
February 25, 2009 • 5:00–5:55 pm
VSP/Public Safety Building • New Haven, VT

Meeting called to order by Matt

1. Introductions—Guest presenter is Steve Early, VSCPT

2. Presentation: “VT School Crisis Guide” [Steve Early] Steve presented an evaluation of the state of schools’ preparedness in Vermont. By end of 2006, the VSCPT Facilitators had visited nearly 120 of Vermont’s 334 schools. They presented their program to 2/3 of the school administrators in the State, visiting a little over 30% of them. Copies of the School Crisis Guide were handed out; if schools adopt the Guide, they have 4 exercises that can be done to meet their legal obligations under VSA 16 §1481. Some confusion/debate over use of term “Lock-down” vs “Secure the Building.” “Secure the Building” is preferred—less threatening for the children. However, media is not likely to oblige as “lock down” is more exciting and apt to catch audience attention.

3. Secretary’s Report—Bob A. MOVED, and Erik E. SECONDED, to accept the Minutes of 12/10/08 as presented. *Motion passed.*

4. Treasurer’s Report—[Kate] Charlie H. MOVED, Bob A. SECONDED, that the Treasurer’s Report be accepted as presented, and that the LEPC pay all outstanding bills. *Motion passed.*

Proposed Budget for FY 2009—Jessica MOVED, Charlie H SECONDED, that the Proposed Budget be accepted as presented. *Motion passed.*

5. Publicity—[Jess] Several presentations have been prepared for various areas; some still in concept stage; Committee meets 3rd Wednesdays at 10:00AM at the VDH offices, would very much appreciate new members.

6. CERT—VT Yankee Evacuation training was focus of last meeting. A.C. CERT has been designated as Windham’s backup, to staff the reception center for incoming evacuees at Bellows Falls High School

7. ACEPC Outreach Committee report—[Tim] First workshop was held February 12 in Vergennes for Vergennes, Panton, Addison, Waltham, and Ferrisburgh. Andrea did a great job; session was not terribly well-attended, a couple of towns lacked any participants, but those there felt they’d gotten quite a lot out of it. Remaining workshops are:

- Bristol, Lincoln, Starksboro, Monkton, and New Haven —TBD
- Orwell, Whiting, Shoreham, Bridport Goshen, and Leicester—March 16
- Middlebury, Cornwall, Ripton, Salisbury and Weybridge—TBD
- Middlebury as a stand alone entity.

Tabletops will be scheduled for the fall. The intent of these workshops and tabletops is to get LEPC exposure out to communities, introduce Lt Melendy to 1st responders, and for each town to do a complete evaluation and edit/correction of their existing plans.

8. ACEPC CPOD Committee Suggestion made that perhaps a sub-committee could be formed to expedite plans for the CPOD. Matt, Craig, Charlie, Sue C. volunteered; Lois Curtiss to be asked as well.

9. Upcoming (*contact Tim with any questions*):

- Town Meeting Day—March 3
- ACEPC **Publicity Comm.**—3/18, 4/15, 10:00 AM; VDH
- HMGP Applicants Workshop—March 12, at VEM, Waterbury; 10:00-4:30
- **CPOD TTX After Action Conf.**—March 14, 9:00-12:00; Rutland

- **2nd LEPC Outreach Workshop**—March 16; 5:30PM ; Whiting Town Hall (for Bridport, Shoreham, Whiting, Orwell, Leicester, Goshen)
- **Next ACEPC meeting**—March 25, 5:00PM, VSP New Haven (tentative)
- **HMGP Applications Due:** March 31

Meeting adjourned—Motion made that the meeting be adjourned. *Motion passed.* 5:55 pm.

Respectfully submitted,

Robin Conway, Secretary

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**ATTENDEES:** Tim Bouton—ACEPC Coordinator; ACRPC; New Haven Fire  
 Pip Wales—Weybridge EM; CERT; ARES  
 Annie Wales—Weybridge EM; CERT  
 Sue Ann Arnebold—Orwell Town Clerk  
 Bob Arnebold—Orwell EM, FD  
 Kate Gieges—ACEPC Treasurer; Cornwall EM  
 Cathy Mlcuch—  
 Beth Diamond—VT 211; ACEPC Vice-chair  
 Craig Bingham—Middlebury Selectboard  
 Lt. Bruce Melendy—VSP Commander, Middlebury  
 Cpt. Don Patch—PSD Coordinator, PSD C  
 Peter Coffey—Dep. Director VEM  
 Sue Camp—Monkton  
 Jessica Jackson—Middlebury VDH  
 Matt Fraley—ACLEPC Chair; VFD; Panton EMD  
 Dave Heisler—New Haven, Assist. EMD  
 Charlie Huizenga—Monkton EM; CERT  
 Robin Conway—ACLEPC Secretary; Shoreham EMC; CERT; ARES  
 Erik Eriksen—Ripton FD