

Accepted: May 27, 2009

Addison County Emergency Planning Committee, District 8
April 29, 2009 • 5:00–5:40 pm
VSP/Public Safety Building • New Haven, VT

Meeting called to order by Matt

- 1. Introductions** —Fred Messer, Section Emergency Coordinator for ARES in Vermont
 - 2. Presentation:** [Fred] How ARES ham radio operators can be used by EMD's when all other communication venues are down. Fred explained how to contact ARES and the importance of doing so before the need arises so that an MOU can be written up between the parties spelling out all pertinent details. Several questions were asked and answered, and a small flier was provided to those present. Fred noted that EMD's could access the VT ARES website (www.vtares.org/) for other information and contact info.
 - 3. Secretary's Report**—Bob A. MOVED, and Erik E. SECONDED, to accept the Minutes of 3/25/09 as presented. *Motion passed.*
 - 4. Treasurer's Report**—[Kate] FY09/Qtr-3 Update emailed to VE 4/27/09. April 29 balance: \$4251.59. Checks in April: Middlebury Inn Outreach Workshop—\$440, R Conway reimburse for meeting food & display board—\$809.89; anticipated new expenses include food for today's meeting,. Craig MOVED, Bob SECONDED, to accept the report as presented; *Motion passed.* Bob. MOVED, Charlie SECONDED, that the LEPC pay all outstanding bills. *Motion passed.*
 - 5. Publicity**—[Jess] The committee meeting in May (3rd Wednesday) is bumped up to 9:30 rather than the usual 10:00 AM. The new display board has arrived and was set up on the refreshment table.
 - 6. Swine Flu**—[Jess] Matt asked if VDH had any plans for a flu outreach aimed at businesses—Jess indicated that she has not heard anything yet. Today's handouts include several swine flu Alert and FAQ updates.
 - 7. CERT**—The first part of the Red Cross Shelter training was held April 9 at the Middlebury PD. Part 2 will be at the May meeting. CERT was activated for the Middlebury Half Marathon on April 26; may possibly gain a new member from it.
 - 8. ACEPC Outreach Committee report**—[Tim] *Third* workshop was held April 9 at the Middlebury Inn, for Middlebury municipal departments. Session was very well-attended (22 +/-), with nearly all invitees present. Remaining workshops are:
 - Bristol, Lincoln, Starksboro, Monkton, and New Haven —TBD
 - Middlebury, Cornwall, Ripton, Salisbury, and Weybridge—May 7
- 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.
- 9. LEPC 2**— [Beth] LEPC 2 and 2-1-1 are working on a “phone-tree” system to provide emergency coverage for special-needs populationtree consists of agencies serving those populations which, once notified will contact their clients directly.
 - 10. Other business**—Tim reminded those present that the **CPOD drill is scheduled for May 30**; all ACEPC members are needed and invited to participate as drivers, to have the commodities loaded into their cars, and then on another pass to have them unloaded.
 - 11. Upcoming (contact Tim with any questions):**
 - **4rd LEPC Outreach Workshop**—May 7; 5:30PM ; Cornwall Church (Cornwall, Weybridge, Ripton, Salisbury, Goshen, Middlebury)

- **CPOD Manager Training**—May 4, @ RPC
- **ACEPC Publicity Comm.**—5/20, 9:30 AM; VDH
- **Next ACEPC meeting**—May 27, 5:00PM, VSP New Haven
- **5th LEPC Outreach Workshop**—Early June, exact date & place TBD (for Bristol, Lincoln, Starksboro, Monkton, and New Haven)
- **CPOD drill**—May 30 [*Drivers needed*, contact Tim]
- **Vermont Local Roads Workshop**—June 2, Rutland

Meeting adjourned—Motion made (Craig) and seconded (Bob) that the meeting be adjourned. *Motion passed.* 5:40 pm.

Respectfully submitted,

Robin Conway, Secretary

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**ATTENDEES:** Tim Bouton—ACEPC Coordinator; ACRPC; New Haven FD  
 Sue Ann Arnebold—Orwell Town Clerk  
 Bob Arnebold—Orwell EM; FD  
 Beth Diamond—VT 211, ACEPC Vice-chair  
 Craig Bingham—Middlebury Selectboard  
 Lt. Bruce Melendy—VSP Commander, Middlebury  
 Cpt. Don Patch—PSD Coordinator, PSD C  
 Jessica Jackson—Middlebury VDH  
 Matt Fraley—ACEPC Chair; VFD; Panton EMD; Citizen Corps  
 Dave Heisler—New Haven, Assist. EMD  
 Charlie Huizenga—Monkton EM; CERT  
 Robin Conway—ACEPC Secretary; Shoreham EMC; CERT; ARES  
 Erik Eriksen—Ripton FD  
 Tom Hanley—Middlebury PD Chief; Midd. EMD  
 Pamela Smith—CSAC  
 Sue Camp—Monkton, CERT  
 Kate Gieges—ACEPC Treasurer; Cornwall EMD, CERT