

Addison County LEPC, District 8
January 31, 2007 5:05–6:40pm
Public Service Bldg/VSP • New Haven • VT

Meeting called to order at 5:05 pm

1. **Secretary's Report**—(Robin) Minutes sent via email 1/29. Andrea O noted a correction to #10 —Homeland Security: December 32 deadline was for '05 funds, not '06. Tim moved to accept as corrected. Tom N. Seconded. Passed.
2. **Treasurer's Report**—(Andrea O.) Checking balance of \$2,594.14 matches bank's. Current operating budget of \$1500/year (same since 1987) will increase in July to \$4,000. Of the current existing funds, \$500 represents money transferred to us in error by Homeland Security; money will be returned pending discussion with Christine Brown. Our budget should zero-out at the end of our fiscal year.
3. **Report on Hurricane Tabletop**—(Matt) Held January 13 in Rutland. Event was very well attended; generated much feedback which has been referred back “up the line,” particularly in the area of who controls what and where authorities lie when attempting to control events beyond county level. Vermont is one of the few states where there is no county-level government structure, control passes from state-level to towns. Lack of a county government structure results in confusion in a multi-county situation. [Bob A—he was placed at a table where represented towns were quite distant from Orwell; he felt that it would have been more helpful had *neighboring* towns/regions been grouped together. Additionally, he felt it would have been more useful to him had the facilitator stayed on-topic.—Bill B felt that the coordination of local information, as Tim & Matt are doing in Addison County, represents a useful tool that would be beneficial on a higher level—Matt said that his cohorts felt that the exercise seemed geared toward selectboard and health workers, gearing toward first responders would have improved it.]
4. **After Action Report for May Tabletop in Bristol**—(Tim) Exercise held in Bristol at Mt. Abe on May 21. Committee finally finished reviewing exercise reports last week; an “improvement matrix” was developed (Tim handed copies out) to highlight areas and actions to be followed up on by LEPC, Fire Fighters, EMS, VEM, VSP, and a number of generic concerns for local communities to address. Some of the issues centered on:
 - Ongoing need for training for large-scale incidents; lack of familiarity with mass decon procedures; need for increased local Fire/EMS haz-mat training
 - Lack of policies/procedures for info sharing;
 - Lack of understanding of ICS system; lack of accountability; need for school emergency planners to be more involved with local fire/ems/planning & training
 - Need for improved resource protocols and financial recovery plansA number of the recommendations have been met and/or are receiving ongoing attention since the May exercise, even before the review and this matrix. Progress is evident.
Steve P addressed the issue of Vermont State Police Fusion Center, explaining what it is and does. Located in Williston, the Fusion Center works with both Vermont and upper New York law enforcement and Homeland Security groups to collect and analyze intelligence, primarily on terrorism and disaster situations. It forwards pertinent info to designated agencies according to use. Mostly deals with law enforcement, but also with first responder groups. Info would be passed to LEPC for further distribution to those who need it.
5. **Possible EM Insert for Papers**—(Matt, Robin) At last exec meeting, Robin requested feedback on a flyer for emergency preparedness done for her town EMCommittee. Matt immediately wondered if this was something the LEPC could/would like to use as an insert in local papers as part of LEPC's public out-reach/marketing efforts. Robin checked with the 3 local papers re insert & printing costs. Of the 3 papers, only the eagle will both print and insert (\$120/per thousand); The Independent and Valley Voice no longer print inserts, but will bundle them into the papers at \$45 and \$41/k, respectively. Quotes from printers have not yet come in. The quotes requested are for 1-sided, full color, on 8.5 x 11 medium weight glossy paper. If they come in at roughly \$80/k, the cost of inserts for all 3 would be in the \$4000 area. [Suggestions: be sure that LEPC or some other substantive distributed is noted to give credibility to the piece; rather than insert in papers, use as an insert to the Family Preparedness Workbook; add sponsor names? Add to town reports? Will Neat

Repeats grant? Matt will investigate possibility of funding from Goodrich. Robin will look into printing through college, and will contact Precision Press in Vergennes]. Issue tabled, pending additional info on costs and funding.

- 6. LEPC Financial Contract with ACRPC**—(Matt) The ACRPC has agreed to be the LEPC's fiscal agent and will handle the bookkeeping tasks for LEPC. The contract Matt signed calls for a retainer of \$1,000 to be paid up front, against which the RPC's bookkeeper will draw at the rate of \$45/hr. Check signing remains with Matt and Andrea. Discussion re who is eligible for grant funds: RPC or LEPC? Tim will clarify with the authorities, as it was our understanding that this contract would allow LEPC to be the grantee.

- 7. CERT**—(Lucky) No report

8. Other Business—

- *“Attachment 6”*—(Tim) The haz-mat plan rewrite has evolved into a rewrite of the regional emergency operations plan, out of which has come a proposed “Exercise Schedule” representing his vision of a training schedule for local emergency management groups, selectboards, and first responder agency heads. The schedule calls for a series of seminars, then workshops, then exercises, each building on the previous, and presented over a period of several years. Funding should be available through homeland security.
- *Homeland Security Unit Update*—(Steve) Handed out projected timelines for '07 funding, with short recap of fundable projects and baseline (HSGP) allocations. This was explained as to how the workgroups were looking at Med surge/Mass care, CBRNE/MCI /USAR/DEcon, Planning/Citizen preparedness, LE/Intel, and VCOMM. Workgroups need to submit projects & financial justifications to the review committee which will select the projects to submit to the State HSU. Also, **VCOMM** info, mainly from their website. His info indicates that V-CALL programming will begin shortly. Steve will check for latest ETA and let Tim know. **NIMS Baseline Survey**—a number of agencies still have not filed their surveys. Steve will email a list to Tim [*note*—per ensuing email of 2/02, the following agencies have not yet filed their surveys: Bristol, CVE, Ferrisburgh, New Haven, Ripton, and Shoreham rescue squads; Cornwall, Lincoln, New Haven, and Shoreham fire departments; Vergennes Police Dept.]
- *Draft Mutual-Aid Legislation*—(Peter) VEM hopes to be able to enter this draft as a bill next session. It will provide liability protection and protocols for statewide mutual aid. This will eliminate the need for separate mutual aid agreements between towns. He will email it to Tim for distribution, is looking for comments/additions/changes.

9. Upcoming Events—

- *National Guard Exercise*—Feb. 1, 7:00 AM at the Vergennes public works building; a 10-hour bio-hazard w/meth lab exercise. Put on by NG's Civil Support Team.
- *NIMS 300 Training*—4 evening & 1 all-day sessions (21 hours) alternating locations between Orwell & Whiting. Dates/times: 2/20 (Whiting), 27, 3/13, 20 (6pm–10pm); Saturday, 3/24, all day

Next meeting set for **February 28**, 5PM, probably @ VSP. Meeting adjourned at 6:40 pm.

Robin Conway, Secretary

ATTENDEES: Robin Conway— Shoreham EMC; AC-LEPC Secretary
 Charlie Huizenga—Monkton EMD
 Peter Coffey—VEM Deputy Director
 Bud Scully—Lincoln 1st Response
 Pip Wales—Weybridge Emergency Management
 Steve Johnson—Addison County ARES
 Steve Poirot—VSP; Southern Field Mngr. Vt Homeland Security
 Sue-Ann Arnebold—Orwell Town Clerk
 Bob Arnebold—Orwell EMD
 Jessica Jackson—VT Dept of Health, Midd.
 Margaret Tarmy—VT Dept of Health, Midd.
 Lt. Tomas Noble—VSP
 Tim Bouton—ACRPC; AC-LEPC Coordinator
 Andrea Ochs—Orwell First Response; AC-LEPC Treasurer
 Tom Hanley— Middlebury Police Dept.
 Bill Brim—New Haven EMD
 Fred Kniffen—Porter Hospital
 Matt Fraley— Vergennes Fire; AC-LEPC Chair