

Addison County Emergency Planning Committee, District 8
November 28, 2007 • 5:10–6:39pm
Public Safety Bldg/VSP • New Haven, VT

Meeting called to order at 5:10 pm

- 1. *Introductions***—[Tim] Welcome to Cpt. Don Patch, Troop C Commander (Addison/Benington/Rutland Counties) and District Public Safety Coordinator.
- 2. *Secretary's Report***—[Robin] Motion made by Craig to accept Minutes of the October 31 meeting as emailed; Seconded by Jessica. Motion passed.
- 3. *Treasurer's Report***—[Andrea O.] In Andrea's absence, Tim handed out short financial report showing a balance at 11/28 of \$4,379.28. No checks were written in November. Request made for group to authorize payment of current bills, including food for meeting. Motion made that any current bills be paid, Seconded; Passed.
- 4. *NIMS Adoption for Towns***—[Tim] VEM is attempting to improve its Homeland Security Funding Reports and has a NIMS compliance form for town governments, based on the previous NIMS compliance form required of first responders. This form should be filled out by local governing bodies and returned to VEM. The form and cover-letter have been US Mailed to all Vermont town governments. Any Addison County town wishing a sample NIMS Adoption Resolution (as specified on the compliance form) can contact ACEPC, via Tim, at 388-3141. The compliance form asks for number of town officials (not first responders) who have completed the named ICS courses.
- 5. *Train Derailment, Addendum***—In retrospect, the derailment is seen as bordering very closely on a Level III incident. Tim handed around a revised organization chart based on updated incident info. The chart shows that a far better level of span-of-control and section activation existed than originally thought. Cpt. Patch added additional info re the Unified Command, indicating that Middlebury FD, PD, VEM (HazMat), and he (as Public Safety Coordinator for this District) were the original UC members; by evening their ranks had swelled considerably as various federal, transportation, and railroad entities arrived on-scene. It was not long before the span-of-control reached excessive proportions and began to fail. Further discussion focused on several other noticeable lacks and/or gaps, including a lack of security at the command post, several unfilled Command Staff positions (Safety Officer, Operations Chief), lack of an alert system other than the door-to-door effort, gaps in communication among schools/bus drivers/parents and gaps in school emergency plans. These issues provide fodder for improving and updating the existing county, local, and school emergency plans. A very positive note was that Porter was found to have set up their decontamination units using their own in-house staff. Under previous exercises, the decon units had been set up with the assistance of, if not entirely by, firefighters under whose management hazmat events fall.

Addison County Transit is seeking to clarify how they are to be contacted in the event that their assistance is needed for evacuations, or other emergency transport. Typically, the State EOC would be the avenue of contact,; contacting them directly, especially after-hours, might be construed as an incident of lesser proportions with an increased response time and lessened sensitivity to timeliness. Tim is working with them to establish a proper mechanism whereby ACTR is assured that activation calls are legitimate and urgent requests.

As far as alerting the local populace is concerned, lack of local radio stations is an issue; however, VEM can be contacted to activate the State Emergency Alert System (EAS) when a local incident requires it. This will put an alert for the area specified out over the broadcast radio/TV airways.

- 6. *Public Information Officer Training Report***—[Annie] Both Annie and Tim attended the just-ended 3-day PIO Training put on by the Vermont Criminal Justice Training Council. The training included such things as how to establish a rapport with the press, how to handle oneself

when bombarded by the media; types of media, what they need, the role they play; how to avoid missteps and inaccurate data; and many other valuable tips. Participants were required to produce press releases, orchestrate a press conference, and undergo various critiques designed to improve credibility and performance. Overall, it was a very useful and valuable experience, highly recommended to anyone who might be in a position to work with the media

7. ***New Public Safety Coordinator***—Cpt. Don Patch is the Public Safety Coordinator for Addison, Bennington, and Rutland Counties. As such, his job is to ensure implementation of the ICS structure in emergency events and to coordinate emergency resources for areas suffering from disasters. He noted that we will be scheduled for a presentation clarifying what a Public Safety Coordinator is responsible for, and can provide to the covered area, in event of an emergency situation.
8. ***VEM/SERC Report***—[Randy]
 - Updated by-laws for CERT have been drafted
 - EPCRA rules and regulations are being cleaned up and revised
 - A reminder that any EPA enforcement action can be an opportunity for LEPCs to seek funding under a Supplemental Environment Project whereby a certain percentage of the fine levied will be returned to the local level. As fines can approach \$25,000 per incident per day, this could potentially amount to a good-sized sum of money for the local group.
9. ***Disaster-on-A-Budget Report—Cornwall***—[Jessica] The inaugural presentation of Jessica’s emergency bucket program was on November 13 in Cornwall. The group in attendance was not large, about a dozen, but they were enthusiastic and offered some good feedback. The presentation went smoothly and proved to be an almost ideal first-run.
10. ***POD Committee Report***—[Charlie, Craig, Tim] The committee identified seven possible POD sites: 3 primaries (Middlebury, Ferrisburg, Shoreham) 3 backups (Middlebury, Vergennes, Shoreham), and one alternate (Bristol). Also identified were various equipment requirements (and availability at each site, when known), and lines for location and point-of-contact info, needed or known. The list was handed out as a spreadsheet. They will schedule another meeting to continue to fill in the blanks as needed. The info is to be returned to Peter Coffey/VEM by the end of January.
11. ***Other Business:***
 - Tim presented a farewell/happy retirement card to Tom, signed by those present. We will sorely miss him at these meetings once he retires—unless he can be prevailed upon to continue in a different capacity. As retirement actually commences after our December meeting, we will enjoy his presence at least one more time.
 - VCOMM***—Letter from Heather Gibbs to First Responders noting that applications for grant funds must be accompanied by both a *Milestones and Sustainability Narrative* **and** a *VCOMM Narrative* in order to be considered for grants.

Also, VEM’s contract with radio vendors for programming the **V-Tac** channels into first responder radios **expires March 30, 2008**. After that date, V-Tac programming will no longer be available for free.

Next Meeting—December 19, 5:00PM at the Public Safety Building.

Adjourned—Bud Moved to adjourn, at 6:39; Tom N. Seconded. Motion passed.

Robin Conway, Secretary

ATTENDEES:

Tim Bouton—ACEPC Coordinator; ACRPC; New Haven Fire
Robin Conway—ACEPC Secretary , CERT, ARES, Shoreham EM
Jessica Jackson—VT Dept of Health, Midd.
Beth Diamond—VT 2-1-1
Craig Bingham—Middlebury Selectboard
Bud Scully—Lincoln First Response
Matt Fraley—ACEPC Chair; Vergennes Fire, Panton EM
Dave Harrison—Lincoln Fire, EM
Pip Wales—Weybridge EM; CERT; ARES
Annie Wales—Weybridge EM; CERT
Randy Bronson—VEM
Ed Sullivan—Ripton Fire/1st Response; Midd. Coll. ERT
Lt. Tom Noble—VSP
Cpt. Don Patch—VSP, Public Safety Coordinator for District 8