

**Addison County, LEPC District 8  
Emergency Planning Committee/Citizen Corp Program  
December 1, 2010 • 5:00–6:30 pm  
AC Regional Planning • Middlebury, VT**

**I. Citizen Corps meeting** called to order at 5:05 pm, by Matt

- 1. CERT Report**—[Joe J.] No November activations; Next meeting will be in January—winter meetings only held when there is a specific topic/agenda
- 2. Old/New Business**—[Matt]
  - Kate presented CERT budget items with a request for funding of roughly \$600; Tim MOVED, Bob SECONDED, that ACEPC approve the funding of the CERT budget up to \$675. *Motion passed.*
  - Tim MOVED, Robin SECONDED, that the meeting of the CCP be adjourned. *Motion passed.*

**II. ACEPC meeting** called to order at 5:20 pm, by Matt

- 1. Introductions—Karen Crampton, Vt Dept Health and VERV Administrator;**  
**VERV**—The federal government requires states to keep a database of all volunteers and their capabilities. Vt Department of Health applied for and received a grant to develop the VERV system (Vermont Emergency Response Volunteers), open to all volunteer groups. Each group has its own section of the database, accessible via web browser, and its own Administrator who is the only person able to send alerts to the group. Members can access to edit their information; alerts can be sent to landline phones, cell phones, email, pagers, or all, at a member's preference. System may be useful for alerting group members to activations, reminders, notices, or other The VERV website is at <http://VERV.vermont.gov>, Karen can be contacted at VDH, 802-863-7205.
- 2. Secretary's Report**—Bob MOVED, Tim SECONDED, to accept the **Minutes of 10/27/10** as presented. Discussion. *Motion passed.*
- 3. Treasurer's Report**—[Kate] Robin MOVED, Beth SECONDED, to accept the Treasurer's Report as presented. *Motion passed.* Bob MOVED, Beth SECONDED, that the Treasurer pay all current outstanding bills. *Motion passed.*
- 4. HMEP**—[Tim] Originally, it had been intended that we would work with Julie Smith's group, but she will not be ready. Randy has approved making a change to the stated purpose, ie: add A-2—How to Fill Out Tier II forms. Robin MOVED, Beth SECONDED, that A-2 be added to A-3 , spanning two years. After short discussion: *Motion passed.*
- 5. Improvement Planning**—[Andrea] The past few years have a number of wrap-up/catch-up items yet to be dealt with. She will send notice to those to whom assignments were made and from whom she has not yet heard.
- 6. Review LEPC Allowable Expense List**—[Tim] Please review handout and bring comments, changes, to next meeting or get to Tim by January 1.
- 7. Review of Cornwall EOC Training**—About 30 invited/signed up, 12 attended. Persons included firefighters, Cornwall's Selectboard Chair, and community individuals. A good trial run, Kate is looking to move the program on to other towns.
- 8. Comments**, None
- 9. Other**—None
- 10. Upcoming Events**—for more info contact Tim
  - ACEPC—12/29 @ VSP

- CERT—1/13, Midd PD @ 7:00

***Motion to adjourn at 6:30. Passed.***

Respectfully submitted,

Robin Conway  
ACEPC Secretary

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**ATTENDEES:**

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|-------------------------------------------------------|--------------------------------------|
| Andrea Hatch—VHS<br>EMD                               | Matt Fraley—ACEPC Chair; VFD; Panton |
| Lt. Gary Genova—VSP, New Haven Barracks Commander     | Beth Diamond—211; ACEPC Vice-Chair   |
| Kate Gieges—ACEPC Treas.; Cornwall EM, CERT           | Joe Jackson—CERT Director            |
| Sue Ann Arnebold—Orwell Town Clerk                    | Sue Hommel—VDH                       |
| Karen Crampton—VDH, VERV Coord.                       | Tim Bouton—RPC, ACEPC Coordinator    |
| Bob Arnebold—Orwell EMD                               | Lt. Don Patch—PSD-C Coord            |
| Robin Conway—ACEPC Sec; Shoreham EMC; CERT/RACES/ARES |                                      |