

Addison County Emergency Planning Committee Agenda—February 24, 2016, 5:00pm

Presentation:

Critical Infrastructure—Josh Cox, DEMHS

Josh presented the some of the background and processes involved in collecting data for the Critical Infrastructure Plan. Work on the CI Plan has been underway for about 14 months. There are two CI planners—Josh and Todd Sears—with eight of the 16 CI sectors assigned to each. Right now the focus is on getting the word out to the LEPCs as well as other stakeholder groups, and collecting data on two initial CI sectors.

For example, one sector—assigned to Josh—is “Communications.” He has been meeting with Verizon, and will be with ComCast, FairPoint, etc., to identify critical areas of each company's infrastructure, and the likely consequences should any portion go down.

The other sectors are similar in that the information to be collected is focused on the consequence(s) of a loss of all or a portion of the sectors' infrastructures. The data collected for each of the 16 sections will comprise the CI Plan and will help the SEOC determine courses of action in a large-scale disaster.

Local Emergency Planning Committee Meeting:

1. **CALL TO ORDER** (*Matt*)—5:45
2. Approve January Minutes (*Matt*) Bob A. MOVED, Erik SECONDED, that the *January 27, 2016 Minutes* be approved with correction. *Motion passed.*
3. **TREASURER'S REPORT** (*Kate*) Tim MOVED, Erik SECONDED, that the Treasurer's report be approved as presented. *Motion passed.*
 - **Expenditures/Bills/Reimbursements** Ray MOVED, Erik SECONDED, that the Treasurer pay any outstanding bills (*Addison Independent* ad for 4th Qtr Legal Notice [payment not to exceed \$20]) and reimbursements (Tim Bouton, 2/24 food, \$78.31). *Motion passed.*
 - **Policy for Food and Miscellany**—Tom S. MOVED, Tom H. SECONDED, that the ACLEPC adopt the *Food and Miscellaneous Expenses Policy*. *Motion passed.*
4. **HAZMAT PLAN**—(Tim) A number of letters were sent to businesses which have yet to submit TIER II Reports. Tim has received several calls in return, for information/Assistance, and half-a-dozen or so reports have been submitted and received.
5. **VT-ALERT**—The initial training from Randy Bronson last fall at the RPC was step 1 in the VT-ALERT sign up process. Tom S. has scheduled the Notifier Training for Salisbury/Middlebury in March. Tim notes that the RPC will host a Notifier Training if there are a number of smaller towns wishing to train their Notifier personnel. It will save time all around if smaller towns join in 1 training rather than having a dozen 1- or 2-person sessions scattered about the County. The prerequisite for scheduling is that a letter from interested selectboards be submitted to Rob Schell at DEMHS indicating their interest and requesting training. Contact Robin (rconway@shoreham.net) if you want a sample letter and basic info for your SB.

6. **CSAC MENTAL HEALTH TEAM**—[Ric W.] CSAC is forming a mental health emergency response team and is looking for member from each of the county First Response Team. If a dozen-plus members joined, there would be six to eight team members available at any time. This Team would likely play an important role in any local emergency/disaster scenario and be an important resource for EMDs, shelters, etc. Interested persons (First Responder or not) may reach Ric at CSAC, 388-6751.
7. **DEMHS REPORT**—(Ron) There will be a Traffic Incident Management training course in Groton (3/29) and Northfield (3/3), targeted audience: road crews, fire departments, health workers. This course is in high demand and will be rolled out around the State in the up-coming months so there will be several opportunities to attend.
8. **OTHER BUSINESS**
 - **March meeting**—The March meeting will be held at UTAS (formerly Goodrich) in Vergennes. Because of their government security requirements, anyone wishing to attend that meeting will need the following—without exception:
 - **Passport or original copy of birth certificate** (stamped by issuing authority, not photo-copied). Passport card is also fine.
 - **Background check** by UTAS. Not extensive, more along the lines of whether or not you're on the no-fly list.
 - **Register with Matt by March 22.** Please let Matt know that you will attend (matt.fraley@utas.utc.com) he will pass along your info so that the background check can be done before March 30. He also needs a head-count for the food provider.
 - **Recommended:** Steel-toed footwear if you have it.
 - **Elections**—Sue A. MOVED, Ray SECONDED, to postpone our elections until April. All current officers have indicated they will run, but encourage anyone with any interest at all to run as well. Matt noted that nominations may be sent to any current officer and will be accepted from the floor. Kate announced, additionally, that there is a chance she may not be available after next September to fulfill the Treasurer role. This would be an excellent time for someone to step up as Kate will do all she can to get the new person up and running. *Motion passed.*
 - **Training in Alabama**—Jeff noted that in November there will be a week-long training for hospital personnel at the Center For Domestic Preparedness in Alabama. Although focused on hospital issue, there should be plenty of interest to others. The course is free and includes transportation down and back, lodging, meals, and—of course—all the classes. This just a heads-up, he will have more details later on.
 - **IC-402**—Tim will look into setting up the 402 for Executives course after Town Meetings.
9. **ADJOURNMENT**—Meeting adjourned at 6:30pm.

Upcoming Events:

- Next LEPC meeting: 3/30, UTAS, Vergennes
- Traffic Incident Management—3/29, Groton Fire house, 6–9pm
- ACCHERN—3/31 @ 9:30 AM, ACRPC offices
- Spontaneous-Volunteer Management—4/8, Waterbury
- ACEPC Election of Officers: 4/27, VSP, New Haven
- LEOPs due—May 1

For trainings, see: <http://demhs.vermont.gov/calendar>

2/24/16 • ATTENDEES:

Tom Scanlon—EMD Salisbury
Susan Ann Arnebold—Town Clerk Orwell
Sue Hommel—EP Specialist VDH
Kate Gieges—*Treasurer*; EMD Cornwall
Adam Sancic—Field Dir, AHS
Erik Eriksen—*V-Chair*; Fire Dept., EMD Ripton
Troy Fox—Safety Coord. AgriMark/Cabot
Mike Manley—New Haven Barracks Cmdr. VSP
Tim Bouton—ACRPC
Josh Cox—CI Planner, DEMHS
Robin Conway—*Secretary*; EMD
Shoreham, Amateur Radio Emcomms

Bob Arnebold—Fire Dept., EMD Orwell
Ric Wheeler—CSAC
Kristy Oxholm—Vt Gas
Beth Diamond—VT2-1-1
Ron Pentkowski—DEMHS
Ray Lalumiere—EMD Leicester
Tom Hanley—EMD, Midd; Chief, MPD
Jeff Payne—EP Coord, Porter Medical
Matt Fraley—*Chair*; Vergennes Fire
Eric Forand—EMC, Bristol