

Addison County Emergency Planning Committee, District 8
June 27, 2007 • 5:06–6:20pm
Public Service Bldg/VSP • New Haven, VT

Meeting called to order at 5:01 pm

- 1. Secretary's Report**—(Robin) Andrea O moved to accept Minutes of 5/30 as sent; Dave H Seconded. Motion passed
- 2. Treasurer's Report**—(Andrea O.) Dept of Public Safety auditor spent several hours reviewing ACEPC finances, issuing a report on the findings to ACEPC Treasurer and RPC Staff on 6/20 & 27. Nine findings were noted, all of which are either resolved or will be as soon as in-motion actions are completed. Once we have confirmed our Federal ID Number, we will be allowed to act as our own fiscal agent.
Current balance: Reimbursed Tim for food (\$49.67); balance \$2544.47. Still waiting on VEM for instructions as to repayment of the \$500.01 we have set aside for them. Motion to accept report made by Dave H, Seconded by Lucky. Motion passed.
- 3. DisasterLAN Demo**—(Tim) With assistance from Andrea H in accessing the new DisasterLAN website, Tim ran through the various screens demo-ing the reports and resources available to emergency managers through this site. Training of emergency managers, statewide, in its use should be completed by late fall.
- 4. By-Laws AMENDMENT**—(Matt) Tim handed out copies of current by-laws with proposed changes indicated: Article VIII—remove requirement that ACEPC accounts be non-interest bearing; add that funds disbursement can be authorized as a result of meeting motion; change date of annual report to auditors from month of December to May 31.

Discussion:

Article I—We currently are in need of a Vice-Chair and 3 auditors. Bob A moved that Dave Harrison, Kate Gieges, and Craig Bingham be appointed to fill the vacant auditor positions until the next elections. Andra O seconded Motion passed. The vice-chair position remains vacant.

Tim will make changes & send out for review at next meeting (July); voting to take place at September meeting

- 5. Open House Update**—(Tom N) The committee has met a couple of times and things are moving along. Tom has been in touch with several organizations and is lining up participants.
- 6. Other Business**—
 - Lucky and Louise are the new Red Cross coordinators for Addison County
 - On June 24, Tim stopped by the "Field Day" exercise held by the Addison County Amateur Radio Assoc. at the Chimney Point Museum. This was part of a larger, annual, nation-wide ham radio demonstration of emergency communication capabilities. He was impressed at the geographical distance of contacts made and noted that the set up was fully self-contained, operators providing all their necessary equipment including a generator for power.
 - Update on Jessica's EM Preparedness Project—A trial presentation was done and went well; there is a question as to whether the CVOEO can act as fiscal agent.
 - An extensive Risk & Threat Assessment Training is scheduled for July 10 to 12 at Camp Johnson
 - RPC office move—July 1–4, the RPC office swill be relocated to new digs at the former CVPS building on Seminary Street.
 - Andrea H: HSU is setting up 2 intro classes to help spark interest in the HSEEP training program

An updated NIMS memo is due out soon outlining coming changes, among which is a lengthening of the classes.

August 6, 9 to 3:30, VDH is having a workshop on recommended procedures for dealing with

a pandemic. They seek input for the final policy.

Next Meeting—July 25, 5:00PM at the Public Service Building.

Adjournment—Tom N MOVED to adjourn at 6:12; Steve J SECONDED; Motion Passed.

Robin Conway, Secretary

ATTENDEES:

Pip Wales—Weybridge EM
Robin Conway—Shoreham EMC; ACEPC Secretary
Kate Gieges—Cornwall EMD
Jessica Jackson—VT Dept of Health, Midd.
Bud Scully—Ripton First Response
Beth Diamond—VT 211
Craig Bingham—Middlebury Selectboard
Matt Fraley—ACEPC Chair; Vergennes Fire
Tim Bouton—ACEPC Coordinator ; ACRPC
Andrea Ochs—ACEPC Treasurer; Orwell First Response
Lucky Diamond—Addison County CERT, Lincoln EM
Louise Diamond—Addison County CERT, Lincoln EM
David Harrison—Lincoln Fire Dept
Mary Harrison—Lincoln
Bob Arnebold—Orwell EM
Lt. Tom Noble—VSP
Steve Johnson—ARES