

Addison County Emergency Planning Committee, District 8
July 25, 2007 • 5:05–6:10pm
Public Service Bldg/VSP • New Haven, VT

Meeting called to order at 5:05 pm

1. **Secretary's Report**—[Robin] Andrea O moved to accept Minutes of 7/25 as sent; Craig Seconded. Motion passed
2. **Treasurer's Report**—[Andrea O.] We currently have about \$5144 at the end of last month. Current balances are on Andrea's computer which is not with us today; a full report will be made in September. DPS's final findings are nearly wrapped up, there remain just one or two items she is still in contact with Brian about.
3. **Tier II**—[Tim] Matt has received some Tier II reports, but many have not yet been submitted. Those businesses will need to be contacted. To assist in identifying reportable businesses, a list of towns, with previously received reporting stations indicated, was handed out. The group reviewed each town, adding missing, but potential, reporting locations such as: all highway depts, utility substations, auto dealerships, marinas, and so on. Some businesses will ultimately be dropped from the list as having too little hazardous substances on-hand to be reportable, others report directly to the Ag Dept rather than to their LEPC, so will not be on this list. List will be sent to Randy Bronson for cross-referencing.
4. **By-Laws**—[Matt] Discussion re proxy voting—noted that a proxy is not an absentee ballot, but is more like a power-of-attorney. *Suggestions made:* ...that we consider setting up a sub-committee to study other LEPC by-laws and bring recommendations to the September meeting; ...that members individually review the by-laws and send recommendations, along with specific wording, to Tim, for discussion at the September meeting, with voting in October. As we have no pressing issues re the current by-laws, it was left at the latter suggestion.
5. **Bookkeeping Contract**—[Matt] The Executive Board seeks authority to sign a contract with ACRPC for bookkeeping services. This is the same contract that had been previously discussed, but put on-hold while awaiting DPS's final findings. BOB MOTIONED that the Executive Board be granted authority to sign the bookkeeping contract with the Addison County Regional Planning Committee. BETH SECONDED. Motion passed.

6. Other Business—

— **VSP/Public Safety Bldg. OpenHouse** [Tom N] ACEPC will be a participant and others continue to sign up.

— **Steve**—[VCOMM] The steering committee has met with 3 vendors to further discuss development of the State's interoperable voice/radio solution. Decision on choice of vendor is near, with a contract expected by fall. The next VCOMM board meeting will be August 2, in Randolph.

Roughly 1/3 of agencies targeted for V-CALL/U-CALL implementation have had the reprogramming done. The steering committee emphasizes that all agencies need to push to have this accomplished while funding for the reprogramming is available.

[HS Funding] Homeland Security has awarded Vermont \$6.7 million, just slightly over the base small-state allotment required. This despite the best efforts of those who attempted to elicit a higher award.

[NIMS Compliance] There remain 6 towns whose NIMS Survey has yet to be received: Bristol Rescue (*note: Tim indicated that he actually has this in-hand*), CVE First Response (the identity of this entity is unknown), Ferrisburgh Volunteer Fire Dept., Lincoln Volunteer Fire Dept., New Haven First Response, Ripton First Response. Compliance is tightening and we are told "There will be consequences for failure to submit," likely affecting allocation of emergency funds.

[VT HS] The department's emphasis is turning toward strategic placement of resources statewide, rather than on building up resources within specific individual agencies as has been the

focus up to now.

— **Publicity Committee** [Beth] We anticipate the area's TV stations will cover the Open House. The committee plans a series of articles over the next few months targeting preparedness, possibly a 26-week series of tips for making supply kits.

[Jessica] The committee would like the group to authorize a budget for publicity materials, including advertising, without needing to bring each option to the floor for individual approval. This because opportunities may arise between meetings, especially during the August/September period when there is no August meeting. As September is National Preparedness Month, the committee is exploring several options which may necessitate ad spending. Additionally, materials are being developed for the Open House on August 25. CRAIG MOTIONED that the committee be granted a budget and authorized to spend up to \$500 on publicity, subject to Executive Board approval and guidance. TIM SECONDED. Motion passed.

Jessica reported that CVOEO can be the fiscal agent in the Emergency Preparedness Bucket Project she has been working on. She requested that ACEPC consider a grant to the Project of \$1,000 (\$75/bucket). [Tim] Perhaps ACEPC should consider doing it as a match grant. [Tom N] It is important that some ACEPC recognition/awareness info be included. TIM MOTIONED that ACEPC provide a grant to match funds up to \$1,000 for the Bucket Project, and that ACEPC recognition be included. CRAIG SECONDED. Motion passed.

— **Charlie** noted that Monkton had created a rate sheet to include in their mutual aid agreements stipulating a set dollar amount for each unit of town equipment supplied in a mutual aid situation. He also requested that an ACEPC membership list be made available to members.

— **Peter** advised that the Governor has put in an Emergency Declaration for Washington, Orange, and Windsor counties in the aftermath of the recent storms. Orleans County has also been added.

In September, SERC is planning a presentation on the set up of Points-of-Distribution of food, water, other emergency supplies during emergency events. Addison County will have 3 PODs—we need to locate 3 appropriate spots for them.

— **Kate**—Cornwall's Emergency Committee continues to develop, holding regular meetings, and working on its EOP.

Next Meeting—September 26, 5:00PM at the Public Service Building.

Adjournment—Bob MOVED to adjourn at 6:10; Sue SECONDED; Motion Passed.

Robin Conway, Secretary

ATTENDEES:

Robin Conway—ACEPC Secretary
 Kate Gieges—Cornwall EMD
 Peter Coffey—SERC; Bristol Fire
 Charlie Huizenga—Monkton EM
 Jessica Jackson—VT Dept of Health, Midd.
 Beth Diamond—VT 211
 Craig Bingham—Middlebury Selectboard
 Matt Fraley—ACEPC Chair; Vergennes Fire
 Andrea Ochs—ACEPC Treasurer; Orwell First Response
 Tim Bouton—ACEPC Coordinator ; ACRPC
 Steve Poirot—VTHS, Southern Region
 Lt. Tom Noble—VSP
 Steve Johnson—ARES
 Bob Arnebold—Orwell EM
 Sue Arnebold—Orwell Town Clerk