

**Addison County LEPC, District 8**  
**September 27, 2006 5:07–6:27pm**  
**Public Safety Building • New Haven • VT**

Meeting was called to order at 5:07pm

1. **Introductions** —(Tim) Congratulations and thanks to Tom Noble on the new building and for hosting the LEPC meeting.
2. **Welcome to the New Haven Public Safety Building**—(Tom N.)
3. **COOP/COG Progress Report**—(Tim) At meeting held within past couple of weeks, 25 people, representing 11 towns, attended; “Continuity of Government” concept being pushed by pandemic flu concerns, projection of significant percent of workforce out ill; Presentation focused on **(a)** What’s critical to town functions—water, plowing, ... **(b)** government officials/key-staff replacements—3 successors deep.
4. **CERT Progress Report**—(Lucky) Addison County is up to 23 members now; Assisted Bristol with parking during their car show. ’04 money completed; ’05 being worked on; ’06 money being earmarked for outreach (*comment (Matt)*: LEPC is also earmarking money for outreach, targeting fire & 1st response)
  - *Setting up the CERT trailer*, basically like haz-mat unit (flares, cones, signs, barriers, storage for responders’ personal gear, etc); discussion re certain costs: **(1) Insurance**—covered by the towing vehicle’s insurance; **(2) Comprehensive**—paid for by CERT; **(3) Registration**—regs require LEPC to pay; State/HS have funds for trailer & maintenance, not for registration; **(4) Opinions**: trailer should be handled like haz-mat unit, state should pay registration; LEPC is a state entity, state should pay registration; **(5)** LEPC will look into the financials and determine who is to pay what portions.
  - CERT has several members who are Red Cross-certified for Family Services; is able to field four 2-person Fire/Family Services teams, and one Damage Assessment team.
  - New government guidelines restrict CERT activities to government entity functions; no longer able to participate in private sector events.
5. **School Planning Progress Report**—(Tim/Steve) Several Addison County schools have been visited; A School Crisis Planning Workshop will be held at 15 VT Interactive TV sites around the State (incl Midd. Voc. Ed. ) on October 12; Town EMs should be in touch with their local schools; Schools will want Fire/Rescue representation in their Crisis/Emergency Planning groups;

**Q:** Is there a plan for exercising the new crisis plans?  
**A:** Schools have been required to do monthly “fire drills;” are now required to do monthly “Clear” and “Secure” drills

  - “Clear”
    - (1) Clear the halls— everyone into closest classroom
    - (2) Door locked
    - (3) Everyone sits on floor, away from windows, stay out of sight
  - “Secure”—Secure the building on report of immanent event from outside
    - (1) All exterior doors locked
    - (2) Everyone into halls or interior rooms away from windows; stay out of sight
6. **“Exercise Evaluation” vs “Planning” Workshop**—(Tim) Workshop set for October 25; Given choice of 2: “How to Evaluate an Exercise” or “How to Plan an Exercise”—discussion generally acknowledged the difficulty of evaluating something one does not know how to plan/set up; consensus was that learning how to plan an exercise might be more to the point right now. The Exercise Planning workshop is expected to run 2 to 3hours, beginning at 5pm, at a location TBD; watch for announcement of location and whether to meet here in New Haven or go directly to the site.

7. *Mutual Aid Agreement Progress Report*—(Tim) Feedback from Addison County FireFighters Assoc. was overwhelmingly negative. Tim attended meetings of the FireFighters’ advisory board and SOG & by-laws committees. Main issue coalesced around whether or not local fire department must be an Association member. Clause added to Agreement stating that local fire department must be fully paid member of the FireFighters Association. Tim has submitted changed document to the Association (week of Sept. 18), has not heard back at time of this meeting. Once an accepted document is written, it will be returned to LEPC members and then back to the towns.

### 8. *Other Business*—

- New *Secretary*—(Matt) Robin Conway, Shoreham, is LEPC’s new Secretary; this is an appointed position pending elections in April.
- *NIMS*—(Andrea Hatch) The Oct.1 compliance deadline is approaching; VT Homeland Security is well aware of difficulties in expecting full compliance by deadline, has determined that as long as there is a demonstrated effort to comply with NIMS protocols, all is well.
- *2005 HS grants* expire Dec. 31 ‘06—Many organizations have not yet filed reports. Extensions are not likely this year, despite history of same in past; money needs spending, money spent needs reimbursements submitted. Questions/assistance: contact Andrea ([ahatch@dps.state.vt.us](mailto:ahatch@dps.state.vt.us) 802 241-5097)  
Andrea explained that the reporting requirements are becoming/have become more cumbersome because the Federal HS is demanding more accountability—VT HS is audited 3 times a year.
- *2006 Grants issued*—Questions about differences from previous year, or expectations for next year, can be addressed to Andrea.  
**Q:** How are communication funds being distributed?  
**A:** VCOMM has established a budget and priorities; NEK is a high priority; Money is for “dire emergency” use only, contact Paul Duquette at VCOMM with questions. (*comment:* re VCOMM—is a legislated entity, must be associated with an agency, which is currently Public Service. This is much like E911 was until it was given agency status on its own. VCOMM will likely follow a similar path)
- *Vermont SET*—(Pip/Steve J.) Addison County ARES participated in a statewide Simulated Emergency Test on Sept. 23. Eight ARES members from Addison County participated in the exercise that replicated the 1938 hurricane. Participants used various repeaters and Simplex (the Middlebury repeater went down) to maintain communication. Overall, the test is considered to have gone very well. Other participants were fire, police, and the Red Cross.
- *Open House*—(Tom N.) Help is requested to work on a special open house for the Public Safety Building. Tom sees this as an opportunity to make the public aware of all the groups in Addison County that are involved in public safety issues and to which the public can turn when in need of assistance. There are many resources in the county that do not have a high profile, yet are valuable sources of aid. If a day-long open house could be pulled together, these groups, including local fire and rescue departments, CERT, LEPC, shelter groups, etc., might be encouraged to have tables or displays at some point during the day, if not all day. Any one interested in helping or to find out more about how he envisions the event is encouraged to contact Tom. A spring date is likely.
- *MCP Unit*—(Tom H.) The Mobile Command Post is on its way to NH for upgrades and enhancements; should be back in service after Oct. 6

The next meeting (the workshop) is set for Wednesday, October 25 at 5:00; location TBD.

Meeting adjourned at 6:35 pm.

Robin Conway, Secretary