

**January 8th, 2014 LEPC 3
Meeting Minutes - DRAFT**

Attendance

John Broker-Campbell – SWCRPC
Regie Cooper – VDH
Bruce Pollock – ARC
Karen Bailey – Springfield CERT
Todd Sears – DEMHS / Bethel
John VanWetering – CERT

Derek Coffrin – VDH
Rob Mather – Springfield CERT
Beth Gould – MAHHC
Steve Allen – Upper Valley MRC
Jack Schonberg – UV DART
Jim Tonkovich – VT 211

Welcome and Introductions

6:05, Bruce P. called the meeting to order and asked for introductions. In order to accommodate speakers and presenters, the LEPC 3 meeting agenda order was revised.

CERT Update

John V.W. gave the brief CERT update, including:

- 4th quarter report is complete and sent to DEMHS
- No emergency activations recently
- Still working with the American Red Cross to finalize CPR training, the current cost estimate is down to approximately \$25 per person

DEMHS Update

See report attached.

Financial Report

Jim T. presented the financial report for January, the LEPC has approximately \$1700 for discretionary use.

Medical Reserve Corps – Derek Coffrin, VDH

Derek C. is the new Emergency Preparedness Coordinator for the Vermont Department of Health and has been specifically tasked to expand the Medical Reserve Corps within Vermont. Derek provided an overview of the Medical Reserve Corps program within Vermont, including:

- Typically used in the set-up and function of a Medical Point of Distribution
- No VT volunteer has been sent out of state, to date

The Upper Valley Medical Reserve Corps has been established for four years and is only 1 of 6 in the nation to be bi-state. The Upper Valley team is part of the Lebanon, NH Fire Department and currently has 36 members; primarily doctors and nurses. Steve A. noted that in order to be a vibrant and viable organization the membership needs to increase to approximately 100 members. A memorandum of understanding (MOU) was recently signed with Sullivan County, NH to hire a part-time staff to work on outreach, recruitment, and retention for the team.

For additional information, please refer to the VDH Medical Reserve Corps brochure on the LEPC 3 website.

Mt Ascutney Hospital and Health Center Tour and Overview

Beth G. briefly discussed the emergency preparedness procedures at the hospital and then provided a tour to highlight specific items. The hospital emergency preparedness process is continually evolving based upon current needs and lessons learned.

Adjournment

A motion was made and seconded to adjourn at 7:31pm; passed unanimously.

February 12th, 2014
LEPC 3 Meeting Minutes

Attendance

John Broker-Campbell – SWCRPC
Bruce Pollock – ARC
Ed Garrow – Mack Molding

Rob Schell – DEMHS
John VanWetering – CERT
Jim Tonkovich – VT 211

Welcome and Introductions

6:10, Bruce P. called the meeting to order and asked for introductions.

VT Alert Presentation

Rob Schell with DEMHS presented on the Vermont Alert system. A copy of the presentation is available on the LEPC 3 website; highlights include:

- Additional information can be found at www.vtalert.gov.
- Over the past 4 years, VT has been working on disaster notifications; schools currently have a system in place. The Vermont system is modeled on New York Alert and existing linkages due to DLAN. DEMHS wanted the ability to push out messages to the public and support state support functions (local, regional first responders, state and schools). The system needed to be reliable so that people can have trust.
- NY system is used 1.3 million times per month (primarily for road closures).
- VT is billed on cost per use (2-3 cents per use); no cost will be passed down to users at the moment.
- Having been used in NY, many of the kinks and quirks have already been worked out.

Other Business

Bruce P. provided a quick update on American Red Cross activities within our Region including:

- ARC provided cots to the new warming shelter in Hartford and they have been in use since their arrival.
- Very busy, primarily with structure fires; 36 calls in the last 31 days.

CERT Update

John V.W. provided an update on recent CERT activities, including:

- The new DEMHS Outreach Specialist, Lou Bedor, attended the January CERT meeting to discuss his vision and goals for CERT; John B.C. and CERT leaders will work closely with Lou B. moving forward.
- First Aid and CPR training will be held on March 8th at 9:00am at the Springfield Police Department.
- Rob M. and Karen B. will be attending the upcoming CERT Leadership Conference in Waterbury and will report back at an upcoming meeting.

DEMHS Update

No update provided.

Financial Report

Jim T. presented the financial report, a motion was made and seconded to approve the report and check signing; passed unanimously.

Next Meeting

The next meeting is scheduled for March 12th, 2014, John B.C. will send out an agenda with additional information the week prior.

Adjournment

A motion was made and seconded to adjourn at 7:45pm.

April 9th, 2014
LEPC 3 Meeting Minutes

Attendance

John Broker-Campbell – SWCRPC
Steven Neily – Windsor PD
Todd Sears – DEMHS
Tim Oliver – VSP

Regie Cooper – VDH
Paul Brosseau – VT DOC
Jack Schonberg – ARC / DART
Mark DeRosia - Newsbank

Welcome and Introductions

6:05, Jack S. called the meeting to order and asked for introductions.

Southeast State Correctional Facility Overview

Paul B. provided an overview of the correctional facility, discussion points included:

- SESCOF is one of 8 correctional facilities in Vermont and Windsor PD and FD complete a walk-through each year.
- 26 acres inside the fence with approximately 100 inmates; 70% are sex offenders, 30% non-violent offenders (typically less than 30 months left on sentence) which comprise the work camp inmates.
- Work camp inmates do everything from picking up garbage to making cabinets for towns, state agencies, and non-profit groups; currently completing working in Windsor, Hartford, and West Windsor although the camp covers all of southern VT.
- Currently operating a license plate industry out of the facility.

Other Business

- Regie C. is working on CDC trainings as each hospital is now mandates to work with Medical Reserve Corps; Jack S. raised the question about whether anyone has addressed interstate licensing for MRC volunteers.
- The Disaster Animal Response Teams (DART) have not multiplied as originally thought and intended; the statewide group is currently working to incorporate animals into the local sheltering plans (for example, the Upper Valley DART would send volunteers to the local shelter to assist with animals).
- Todd S. went over the DEMHS monthly update, a copy is attached to the minutes.

Adjournment

A motion was made and seconded to adjourn at 7:25pm.

September 10th, 2014
LEPC 3 Meeting Minutes

Attendance

John Broker-Campbell – SWCRPC
Todd Sears – DEMHS
Tim Oliver – VSP
Jim Tonkovich – VT 211
Bruce Pollock – American Red Cross

John VanWetering – CERT
Michelle Harrington – VDH
Becky Thomas – VDH
Jack Schonberg – ARC / DART
Mark DeRosia - Newsbank

Welcome and Introductions

6:05, Chair Bruce P. called the meeting to order and asked for introductions.

Approval of Minutes

- A motion was made and seconded to approve the meeting minutes of 8.13.14; passed unanimously.

Overview of Newsbank

- Mark D. provided a brief history of Newsbank:
 - Currently work with over 8000 publishers to archive products and sell material to colleges, universities, etc.
 - Founder of Newsbank invented Microprint and over time, the organization has progress through technologies (microprint, microfilm, floppy disc, cd rom, digital).
 - Currently Newsbank has over 135 employees in Chester with over 200 nationwide
 - Hazardous chemicals involved in the process include:
 - Anhydrous Ammonia
 - Refrigerants
 - Petroleum Products
 - Suppression System
 - Wet Acid Batteries
 - Following the discussion, Mark D. led the group on a tour of the facility.

Recap of CAT2 Exercise

- Todd S. provided the group with a summary report, specific to LEPC 3 members, on the activities and outcomes of the Vermont Catastrophic Exercise 2 held in early June, 2014.

Other Business

- Bruce P. gave a brief update on the current happenings within the American Red Cross
 - West River Radio Club is hosting a HAM radio operator class in October, please contact Bruce P. for more information.
 - Glenn Herrin will be hosting a radiological training in Brattleboro on 9/23
 - The FEMA graded Vermont Yankee exercise will be held on December 4th at the Bellows Falls Reception Center
 - American Red Cross National Headquarters has determined that combining service regions is the best course forward and will be combining the Vermont

and NH Upper Valley Chapter with the NH Red Cross. All staffing changes and plans should be completed by 10/31.

- Todd S. provided additional input on the decision for DEMHS to stay with DisasterLAN and asked for input on what members would like to see in future trainings.
- John V.W. provided a brief CERT update; upcoming events include the Springfield Apple Fest and the Bellows Falls Fire Parade.
- Jack S. mentioned that Brattleboro and Chittenden County are making progress with developing DART groups.

Adjournment

A motion was made and seconded to adjourn at 7:25pm.

October 8th, 2014
LEPC 3 Meeting Minutes

Attendance

John Broker-Campbell – SWCRPC
Todd Sears – DEMHS
Tim Oliver – VSP
Jim Tonkovich – VT 211
Tom Kennedy – SWCRPC
Emily Gelb – VDART
Joanne Bourbeau – VDART / HSUS

Karen Bailey – Springfield CERT
John VanWetering – Springfield CERT
Beth Gould – MAHHC
Michelle Harrington – VDH
Jack Schonberg – ARC / DART
Mark DeRosia - Newsbank

Welcome and Introductions

6:05, Vice Chair Jack S. called the meeting to order and asked for introductions.

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