

January 13, 2016
LEPC 3 DRAFT Meeting Minutes
SWCRPC Office

Attendance

Allison Hopkins – SWCRPC
Beth Gould – MAHHC
Mark DeRosia – NewsBank
Michael Barrup – WWVFD
Annik Paul – CVOEO
Todd Sears – DEMHS

Becky Thomas – VDH
Capt. Ray Keefe – VSP
Lt. Tim Oliver - VSP
Jack Schonberg – ARC/DART/MRC
Jim Tonkovich – VT211

Welcome and Introductions

Jack S. called the meeting to order at 6:00 PM and asked for introductions.

Approval of Minutes

- Jim T. made a motion to approve the November meeting minutes with a revision to DEMHS update: strike “Commissioner Flynn” and include “development of”, seconded by Mark D. The motion to approve the November minutes of passed unanimously. Draft meeting minutes will be sent one week in advance of meeting with agenda and materials.

Mobile Home Program Presentation

- Annik Paul with CVOEO presented on the Mobile Home Program
 - Work with MHP’s to create emergency plans
 - 3, or more, year round lots; not farm related
 - Have had success working with co-op parks as board already an organization
 - LEOP’s mention parks in vulnerable communities? Most are overlooked. (AH insert: an addition to 2016 LEOP template)
 - 21 parks in LEPC 3 region
 - ANR fuel tank replacement grants \$2k

Treasurer’s Report

- Jim T. reviewed the Treasurer’s Report. Ray K. motioned to approve the report as presented, seconded by Beth G. Motion passed.

CERT Update

- AH went over email from John V W. for CERT report: 2 deployments for holiday related events in Springfield. CERT team in Woodstock for flagger recertification.

VSP Update

- Captain Keefe is leaving next month. LEPC 3 wished him well, thanked him for his service and asked to keep in touch. Barracks should be complete in May/June.

2-1-1 Update

- Jim T. reported that fall had been slow since there were no real weather impacts. Cold weather housing calls are now starting back up.

DEMHS Update

- Todd S: Avian flu planning continues, looking at potential spring impact. Steadily planning VG. 4 year plan for SEOC exercises. Logistics Chief should start soon. Discussed rapid survey tool.

Red Cross Update

- Jack S: Several recent fires with fatalities. Changes in administration. Larry C has stepped down. Discussed mental health resource pool.

DART Update

- Discussed 2 new teams and hopes for practicing in the spring.

VDH Update

- Becky T. discussed POD exercise. EM Preparedness position vacant – to begin hiring process soon. Safety and security, issues and struggles, for health employees currently being reviewed.

Other Business – group discussed March UAS presentation/demo. Beth G discussed submitting HVA (Hazard Vulnerability Analysis).

Adjournment

The meeting adjourned at 7:30 PM.

May 11, 2016
LEPC 3 DRAFT Meeting Minutes
SWCRPC Office

Attendance

Mark DeRosia – NewsBank
Bruce Martin - DFS
Heather Morse - USACE
Todd Sears – DEMHS
Becky Thomas – VDH

John Van Wetering - CERT
Lt. Tim Oliver - VSP
Joe Tinney – Jeld-Wen
Jim Tonkovich – VT211
Allison Hopkins - SWCRPC

Welcome and Introductions

Allison H. called the meeting to order at 6:00 PM and asked for introductions.

Medical Reserve Corps Presentation

- Wesley Miller, Public Health Emergency Preparedness and UVMRC Coordinator, with Dartmouth-Hitchcock presented on the MRC Program
 - Serves VT & NH communities
 - 1000 active units with over 200,000 volunteers
 - Goal: to promote healthy living and prepare for and respond to emergencies
 - No “typical” MRC
 - Training & exercise
 - Home preparedness
 - Alternative care sites
 - Shelter operations
 - PODs
 - National Strategy for Youth Preparedness Education taking off in NH hopes to have online in VT soon
 - *During a public health emergency, volunteers from VT & NH with all background and abilities are needed*
 - Next general meeting June 8th – VDH WRJ Offices @ 6 PM
 - Brochures and Wes’ cards are available at SWCRPC if you or someone you know may be interested in learning more/volunteering

Treasurer’s Report

- Jim T. reviewed the Treasurer’s Report with the group. John VW requested CERT CPR recertification instructor invoice be paid at the cost of \$280.00. Jim T motioned to approve the report and CERT request as presented, seconded by Beck T. Motion passed.

Elect Chair

Allison H will no longer serve as Interim Chair and Jack S will continue to serve as Vice Chair and perform Chair duties until LEPC 3 elects Chair.

CERT Update

- John VW reviewed CERT activities and trainings. Winter was relatively quiet. CERT attended flagger training in January and CPR recertification in May. Spring activities and requests are already ramping up.

VSP Update

- Lt. Oliver informed the group of delayed opening of new barracks to July 1. 4 new Troopers assigned. Maybe a late summer/fall meeting & tour can be held once the barracks open!

DFS Update

- Bruce M. reported on 31 investigations – concern of origin, 5 fatalities. All plans should have a fire safety component as numbers continue to rise. Partner with VSP on investigations. Partnership with NH State Fire Marshal's office on VT/NH Carbon Monoxide alliance – mission to reduce CO fatalities to zero.

2-1-1 Update

- Jim T. reported that 2-1-1 received renewed national accreditation – every 5 year process. Potential CARE program presentation at September LEPC meeting (component registering vulnerable populations).

DEMHS Update

- Todd S reported on on-going VG exercise occurring in late July and beginning of August. Todd can present on cyber security/ threats in the fall. Noted 100% completion of SWCRPC member towns LEOP's.

Red Cross Update

- No report

DART Update

- No report

VDH Update

- Becky T. discussed setting up PODs for VG exercise. Most Springfield staff will be assisting in Brattleboro. New Emergency Preparedness Specialist may be on board soon. PFOA contamination testing continues in Bennington – more clinics to come. Ticks, bugs, Zika all at the forefront as spring gets going. Will be in touch with Allison H regarding vector borne presentation for July.

Other Business – Allison H gave an HMEP/AHRG update and timeline. Comments incorporated and draft completed, resource list will be kept at SWCRPC and not part of the document. Draft will be sent to group for final review/comments.

Next Meeting

July 13, 2016 location TBD.

Adjournment

The meeting adjourned at 7:15 PM.

July 13, 2016
LEPC 3 DRAFT Meeting Minutes
MAHHC

Attendance

Claude Weyant – Windsor County Sheriff	Jeff LeBlanc – VDH
Mark DeRosia – NewsBank	Will Fritch - VDH
Todd Sears – DEMHS	Lt. Tim Oliver - VSP
Becky Thomas – VDH	Allison Hopkins - SWCRPC

Welcome and Introductions

Allison H. called the meeting to order at 6:00 PM and introduced presenter.

Zika Virus Presentation

- Will Fritch, BSN, RN,
 - Described Zika symptoms, transmission, and who is at risk.
 - Presented efforts being done to minimize the risk of Zika.
 - Discussed how to protect your family and community.
 - Reviewed countries and territories with active Zika transmission.
 - Increased surveillance efforts for Zika cases, especially in pregnant women.
 - Vermont Zika Action Plan (ZAP).
 - *Slides available from Allison H or Will Fritch.*

Treasurer's Report

- Report to be reviewed at September meeting. Administrative contract with SWCRPC to be reviewed at September meeting.

Training Requests/Needs

Allison H went over some upcoming trainings being scheduled in the region and asked others if there were any training needs.

CERT Update

- Allison H went over CERT report received from John V W: Springfield Gurney Day Parade, Springfield Relay 4 Life, Springfield Alumni Parade, and assisted Windham at Strolling Heifers in Brattleboro.

DEMHS Update

- Todd S reported on on-going VG exercise occurring in late July and beginning of August. Governor Shumlin gave recent press conference on statewide exercise. 2016 ERG's made available to LEPC 3 region. Please contact Allison H for pick-up.

VDH Update

- Jeff L discussed VDH involvement and preparation in the statewide VG exercise. WRJ and Springfield staff working with Brattleboro office.

Other Business – Brainstormed future meeting topics. Some ideas and interest around: downed utility lines/response, rail derailment, CARE, cyber security, and VG AAR. ***September meeting will be moved 1 week up: September 7th.***

Next Meeting

September 7, 2016 location TBD.

Adjournment

The meeting adjourned at 7:15 PM.

September 7, 2016
LEPC 3 DRAFT Meeting Minutes
SWCRPC Offices

Attendance

Claude Weyant – Windsor County Sheriff
Mark DeRosia – NewsBank
Todd Sears – DEMHS
Jeff LeBlanc – VDH
John VanWetering - CERT

Missy Wilkins – Windham Northeast
Supervisory Union
Beth Gould – MAHHC
Jim Tonkovich – 2-1-1
Allison Hopkins - SWCRPC

Welcome and Introductions

Allison H. called the meeting to order at 6:00 PM and introduced presenter.

CARE Presentation

- Jim Tonkovich, VT 2-1-1
 - Citizens Assistance Registration for Emergencies
 - Gave background and description of CARE Program:
 - Administered by United Ways of Vermont, Vermont 20101, and Vermont E9-1-1
 - Identify Vermont residents who would require special assistance in an emergency
 - E9-1-1 secure housing of data
 - Partner with VTAlert – advising to use both
 - E9-1-1 to call back each year and check if information is still current
 - Easy to understand and complete “Would you need help in any emergency or evacuation?” form

Cyber Challenges and Response Presentation

- Todd Sears, DEMHS
 - Reviewed basics of cyber threats and State response
 - VT State cyber incident process flow chart
 - CybORG (Cyber Operational Readiness Group)
 - Reviewed mission and membership
 - Looked at number of incidents reported and 2020 projection
 - Discussed types of attacks
 - Smart digital hygiene habits:
 - Install OS/Software updates
 - Run Anti-virus software
 - Password protect cellphones
 - Two step authentication
 - Strong passwords
 - Encrypt hard drive
 - SCADA (Supervisory Control and Data Acquisition)
 - VIC (Vermont Intelligence Center)

Treasurer's Report

- Jim Tonkovich reviewed the account balance treasurer's report for July and August 2106. Jim T motioned to approve as presented, John VW seconded. Motion passed.

SWCRPC Administrative Contract

Allison H reviewed the yearly administrative contract and requested signature. Mark D motioned to approve the contract and John VW seconded. Motion passed.

CERT Update

- John VW gave an overview of the recent CERT activities: combined meeting with Windham coming up in October, busy summer season with plenty of activations (fairs, runs, etc.), Bellows Falls firefighter funeral assist. Quickly discussed potential funding need for electrical box repairs and trickle charger.

2-1-1 Update

- Fairly quiet summer. Starting to get a few anxious calls as the heating season approaches. Fielding calls for Zika information. Secondary number for the flu hotline. Have full list for vaccine schedule around the state.

DEMHS Update

- Todd S gave report. Vigilant Guard exercise has been completed. AAR to occur in October. Emergency Preparedness conference to take place at Lake Morey on November 4th and 5th. State critical infrastructure plan almost finished – hope ready for signature late September or October.

VDH Update

- Jeff L discussed VDH involvement in the statewide VG exercise. Participating in October AAR. Zika testing in southern part of state. Emergency Preparedness month – displays up in Springfield and Ascutney.

Next Meeting

November 9, 2016 – NewsBank Conference Facility, Chester.

Adjournment

The meeting adjourned at 7:15 PM.

November 9, 2016 LEPC 3 DRAFT Meeting Minutes NewsBank Conference Facility

Attendance

Bette Jo Esty – Weathersfield School	Rob Evans – Margolis Healy
Bryan Woodbury – Weathersfield School	Tim Oliver – VSP
Michael Ripley – GMUHS	Mike Manley - VSP
Scott Farr – River Valley Tech	John VanWetering - CERT
Claude Weyant – Windsor County Sheriff	Bruce Martin – HazMat Response Team
Mark DeRosia – NewsBank	Jack Schonberg – ARC/DART/MRC
Emily Harris – DEMHS	Jim Tonkovich – 2-1-1
Jeff LeBlanc – VDH	Allison Hopkins - SWCRPC

Welcome and Introductions

Jack S. called the meeting to order at 6:00 PM, asked for introductions and introduced the presenters.

September Minutes

- Allison H handed out copies of the September minutes and Jack S. asked for a motion to approve. John VW motioned to approve as written, Mark D seconded. Jim T abstained. Motion passed.

Treasurer’s Report

- Jim T. reviewed the account balance treasurer’s report for July-September 2106. Jim T motioned to approve as presented, John VW seconded. Motion passed.

School Safety/Emergency Operations Plan

- Emily Harris, DEMHS
- Rob Evans, Margolis Healy
 - Video “The Coming Storm” highlighted in a very realistic portrayal active shooter occurrence and response.
 - Things video brought to mind for future planning:
 - Unified Command
 - Staging areas
 - Family reunification
 - Communications overload
 - Social media/Media:
 - Timeframes
 - Accurate information
 - Group roundtable discussed:
 - Challenges of response times for our rural region
 - Challenges of providing mental health services
 - Text for mental health support
 - Resources:
 - Vermont School Crisis Guide
 - New Vermont School Safety Website:
 - Schoolsafety.vermont.gov/planning
 - A.L.I.C.E
 - I Love U Guys Foundation

- C.R.A.S.E
- Run, Hide, Fight

Jim T. explained potential use of Vermont 2-1-1 during school crisis and handed out supporting documents. Think about putting into school plan and establishing protocols.

CERT Update

- John VW gave an overview of the recent CERT activities: finishing up after fall activities (Apple Fest, Windham assists, and others). Had combined meeting with Windham team at new barracks conference room. Tree lighting and Christmas fair are upcoming events.

2-1-1 Update

- Jim T gave report gearing up for the winter warming season to begin. Shelters around the state will soon be opening; Springfield shelter opens 11/15.

DEMHS Update

- Emily H gave report. Updated regarding Rich Cogliano's new position. 12/1 TEPW Waterbury at the SEOC. USAR workshop in February with date TBD. ICS 400 coming up at VT Fire Academy on 11/29 and 11/30. HSEEP – Westminster barracks 12/6-12/8.

VSP Update

- New barracks are up and running and available for future meetings.

Red Cross Update

- Responded to number of fatal fires. Promoting smoke alarm detection program and installation. Increase in disaster mental health requests.

DART Update

- Real progress being made – up to 6 teams around the state! Washington County reactivating and potential for Rutland to join.

DFS Update

- Late October fatal fire Panton – brings to 10 for 2016 to date. HazMat outreach to FD's continues. Working with NH on collaborative effort to reduce Carbon Monoxide exposures. 11/30 Carbon Monoxide Awareness & Prevention Summit at Fireside Inn, Lebanon NH.

VDH Update

- Jeff L discussed VDH involvement in the statewide VG AAR. Emergency preparedness pocket guides being delivered to schools – 12 school visited and about 800 guides distributed. Discussed differences between “open” and “closed” POD sites.

Next Meeting

January 11, 2017 – Location TBD.

Adjournment

The meeting adjourned at 7:40 PM.