

## January 11, 2017 LEPC 3 DRAFT Meeting Minutes SWCRPC Offices

### Attendance

John Van Wetering - CERT

Josh Bixby - CERT

Meghan Thomas – Chester Ambulance

Kristen Binau – ARC

David Muse - ARC

Mark DeRosia – NewsBank

Rich Cogliano – DEMHS

Becky Thomas – VDH

Steve Kemp - CERT

Tim Oliver – VSP

Darrin Spaulding - AVFD

John VanWetering - CERT

David Fuller – EMD Weathersfield

Jack Schonberg – ARC/DART/MRC

Jim Tonkovich – 2-1-1

Allison Hopkins – SWCRPC

Karen Dudley - ARC

### Welcome and Introductions

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

### ARC Presentation

- David Muse, Disaster Program Manager – VT South
- Kristen Binau, Regional Disaster Officer
- Karen Dudley: longtime volunteer, Kristen's volunteer counterpart; Manages state relationships and SEOC team
  - Mission
    - Reminder that ARC completely non-profit; common misconception that ARC is a government agency
  - The Disaster Cycle
    - Overview of the whole cycle
  - Preparedness
    - Two major programs:
      - Home Fire Campaign
      - Pillowcase Project
  - Response
    - 5 Main Priorities:
      - Disaster Assessment
      - Sheltering
      - Feeding
      - Align with Gov't Partners
      - Work with Public
  - LDSI
    - Roughly 20 pre-trained and identified locations throughout Vermont
    - Recent FAQ sent to towns
    - Pass along questions as they come in
  - Tour of ERV

### November Minutes

- Allison H provided copies of the November meeting minutes and Jack S. asked for a motion to approve. Jim T motioned to approve as written, Mark D seconded. Motion passed.

#### **Treasurer's Report**

- No report available. Jim T gave an overview of the grant and how funds are used. Allison H reported minimal or no staff hours for December and no invoices.

#### **CERT Update**

- John VW gave an overview of the recent CERT activities: 1 emergency activation for Weathersfield fire on Thanksgiving weekend; Tree lighting and Christmas fair events both in Springfield.

#### **2-1-1 Update**

- Jim T gave reports that all 4 cold weather shelters are open and have been filled, or nearly filled, to the maximum most nights. Volunteers need to man the shelters. Noticeable increase in the sheer number of people seeking shelter who do not have otherwise permanent shelter.

#### **DEMHS Update**

- Rich C gave report. Rich is in the new Regional Coordinator position which covers LEPC.s 2, 3, 6, 7, and 12. Emily H covers NE region and 3<sup>rd</sup> position still open. Director Herrick promoted and Chief of Staff Erica Borneman promoted to Director. Rich gave an overview of what the Regional Coordinator position will work on; examples include: work with communities, EOP's, training, exercise, VT Alert, ICS, outreach, Disaster Response, and general assistance. Upcoming Advance PIO prerequisite classes: 1/25-1/27.

#### **DART Update**

- Agency of AG released trailer now VDART has 2 CAMET trailers. LEPC 5/Washington County may put together a team. 4 chartered teams within the state.

#### **VDH Update**

- Becky T discussed the vacant position and qualifications. Commissioner Dr. Chen to stay on until March when new Commissioner Dr. Levine starts.

#### **Next Meeting**

March 8, 2017 – Location and topic TBD.

#### **Adjournment**

The meeting adjourned at 7:15 PM.

## **March 8, 2017 LEPC 3 DRAFT Meeting Minutes SWCRPC Offices**

### **Attendance**

Mike Manley – VSP

Todd Sears – DEMHS

Becky Thomas – VDH

Bruce Martin – DFS/VHMRT

Jack Schonberg – ARC/DART/MRC

Jim Tonkovich – 2-1-1

Allison Hopkins – SWCRPC

Beth Gould - MAHHC

Anthony French – VSP

Anne Goodrich – Upper Valley Strong

### **Welcome and Introductions**

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

### **COAD Presentation (see associated slideshow)**

- Anne Goodrich, Upper Valley Strong
  - COADs
    - What they do
    - Who they are
  - Gap between responders and recovery
    - Information flow
  - Reviewed grant from DEMHS
    - Regional resources
    - Precision Valley
  - VDRF
    - Case Management
  - PVDRC
    - <https://sites.google.com/site/pvdisasterrecovery/>
    - 888-863-2815
    - Referral line 24/365

### **January Minutes**

- Allison H provided copies of the January meeting minutes and Jack S. asked for a motion to approve. Jim T motioned to approve as written, Becky T seconded. Motion passed.

### **Treasurer's Report**

- Allison H provided copies of the Treasurer's Report and Jim T gave an overview of the expenditures and balance. Allison H reported staff hours for almost 5 months of reporting. Jim T motioned to approve report and \$1151.31 staff check as written, Bruce M seconded. Motion passed.

### **CERT Update**

- Allison H reviewed an email provided by John VW with an overview of the recent CERT activities: no 2017 emergency activation yet; traffic detail scheduled at Riverside School at the beginning of March. Spring deployments usually start picking up around May.

### **VSP Update**

- Mike M notified members of Lt Oliver's retirement and introduced Lt French. New barracks are up and running – available for a meeting.

### **DFS Update**

- Bruce M commented partner investigations with VSP have been going well. Busiest time for fires in a very long time. Primary focus currently is on code enforcement and early detection. Discussed fines issued for rentals in violation of detector requirements.

### **2-1-1 Update**

- Jim T reported that this winter has been extremely busy for after-hours cold weather shelter crisis calls. N Springfield has been very close to full. Brattleboro needs to look for a space in the next year and considering shorter term leases if no permanent space is found. More cold weather exception nights to come.

### **DEMHS Update**

- Todd S reported on rewrite of State Emergency Operations Plan 2018 plan cycle and the changes and revisions expected; move from SSF's to agency specific. Cyber security presentation is available to local businesses – spread the word. Todd part of team of 5 to attend cyber security conference in San Jose. Reviewed swift water team callout during recent snow melt/flooding.

### **Red Cross Update**

- Jack S discussed upgrade needed to mental health/spiritual health component and problems with recruitment. More integration happening across the two states has been positive. Current effort continues on prevention of fire casualties with the fire detector program – free from ARC.

### **DART Update**

- Jack S informed the group of next week's board meeting. State transferred trailer and is stationed with Chittenden County team. Discussing ways to respond to smaller shelters and actively developing plans to tackle that need. Still working on activation with Washington County team. Hartford school system – signed model now in place to open door for level of cooperation amongst other areas.

### **VDH Update**

- Becky T notified group that two finalists have been selected for the open emergency preparedness specialist position. Closed POD's current effort – have someone onsite to help distribute and hold onto medications. Some questions as to healthcare professional qualifications at these sites – RN or EMT. Etc.? Beth G touched on the State Ebola TTX.

### **Next Meeting**

Lunch meeting with local Road Foreman group to provide information on hazardous materials awareness. Location and date TBD.

### **Adjournment**

The meeting adjourned at 7:10 PM.

## **May 3, 2017 LEPC 3 DRAFT Meeting Minutes NewsBank Conference Facility**

### **Attendance**

Sgt Det Wilkins – VSP

Anthony French - VSP

Todd Sears – DEMHS

Steve Kempe – CERT

Bill Mitchell - CERT

Bruce Martin – DFS/VHMRT

Jack Schonberg – ARC/DART/MRC

Jim Tonkovich – 2-1-1

Allison Hopkins – SWCRPC

Beth Gould - MAHHC

Kevin McAllister – Windsor FD

Mike Spackman - WWVFD

Michael Lewallen – Weathersfield EMD

Allison Hopkins - SWCRPC

### **Welcome and Introductions**

Jack S. called the meeting to order at Noon and asked for introductions and introduced the presenter. \* Joint meeting with SWCRPC Road Foreman

### **Hazardous Material Awareness Presentation (see associated slideshow)**

- Sgt Det Wilkins, VSP
  - Methamphetamine One-pot
  - BHO Hash Oil Extraction
  - Fentanyl Laced Heroin
    - Costs to produce
    - Ease/Quick Time of making
    - Abuse cycle
    - Change over time in what needed to make meth – ie supplies, glassware, etc.
  - Federal Combat Methamphetamine Act of 2005
    - VT law mirrors federal
  - What to look for in ditches, road – road foreman – and when to call
    - VSP contact to alert Clan Lab Enforcement Team (CLET)

### **March Minutes**

- Allison H provided copies of the March draft meeting minutes and Jack S. asked for a motion to approve with “MOU” added to DART typo. Beth G motioned to approve, Kevin M seconded. Motion passed.

### **Treasurer’s Report**

- Allison H provided copies of the Treasurer’s Report and Jim T gave an overview of the expenditures and balance. Jim T motioned to approve report and as written, Bruce M seconded. Motion passed.

### **CERT Update**

- Steve K provided an email from John V W on recent CERT activities and upcoming summer deployments.

### **2-1-1 Update**

- Jim T reported that this March was the 2<sup>nd</sup> busiest month in 11 year history. Housing, etc., overall total increase in calls.

### **DEMHS Update**

- Todd S gave an overview of the organizational shift and new position of Section Chief Engagement Section – focus on local engagement, work with field coordinators, assessments, identify training needs, supports EMD's, etc. Potential upcoming LEPC topic for in-depth explanation and idea sharing.

#### **Red Cross/DART Update**

- Jack S gave overview of current trend towards small shelters. Put together model of how to respond. Small trailers currently under review. Both groups actively recruiting.

#### **MAHH Update**

- Beth G introduced recently hired EM Manager and plans to retire by end of year.

#### **Next Meeting**

Location and date TBD.

#### **Adjournment**

The meeting adjourned at 1:45 PM.

**July 12, 2017 LEPC 3 DRAFT Meeting Minutes  
MAHHC Board Room**

**Attendance**

Mike Manley – VSP

Anthony French - VSP

Todd Sears – DEMHS

Bruce Martin – DFS/VHMRT

Jack Schonberg – ARC/DART/MRC

Allison Hopkins – SWCRPC

Seamus Geoghegan - MAHHC

Michael Lewallen – Weathersfield EMC

Claude Weyant – Windsor County SD

Mark DeRosia – NewsBank Inc

Becky Thomas – VDH

Heather Rigney - VDH

**Welcome and Introductions**

Jack S. called the meeting to order at and asked for introductions.

**Hazardous Material Awareness Presentation (see associated slideshow)**

- Todd Sears, Engagement Section Chief, VEM
  - Familiarized LEPC with Engagement Section missions and capabilities
  - VEM organizational restructuring
  - Engagement Section structure
  - CORE EM Services:
    - Planning
    - Exercise
    - Assessment
    - Training
  - Reviewed RC's territory and responsibilities (Rich Cogliano= LEPC 3)
  - "Quick Bursts" presentation list
  - EMD Program direction and status

**Hazchem application**

- Allison H provided an overview of the Hazchem application requirements and request. Bruce M motioned to submit application as written and signed by Jim T, Mark D seconded. Motion passed.

**May Minutes**

- Allison H provided copies of the May draft meeting minutes and Jack S. asked for a motion to approve. Mike M motioned to approve, Bruce M seconded. Motion passed.

**Treasurer's Report**

- Allison H provided copies of the Treasurer's Report and gave an overview of the expenditures and balance. Allison also noted Jim's retirement and the need for a new Treasurer. Allison will review the bylaws regarding community members as having Officer roles. Bruce M motioned to approve the report as written, Becky T seconded. Motion passed.

**CERT Update**

- Allison H reported for CERT from an email from John VW: assists to Windham County in Brattleboro for 5Krun & Strolling of the Heifers. Alumni parade & Relay for Life in Springfield June. 4th of July weekend Reading parade on July 2nd. Request for CERT on July 1st for the fireworks at Crown Point in Springfield turned down.

**VSP Update**

- Safe Corridor campaign along Interstate ends mid-July. Worked with VTrans and DMV to issue tickets and cell phone enforcement.

**DFS Update**

- Continues to be busy; over 80 calls this year. Last month simultaneous team response – underground propane tank / box trailer leak from Weston – Londonderry – Chester corridor. Also had Bradford home explosion. Derby Line LP training conducted.

**Sheriff's Update**

- Detail duty. VSP assistance in Sharon 16 hrs/wk, Plymouth 12 hrs/wk and assist also in Royalton and Bridgewater. Sent Deputy missing person assist in Grafton – discussed with VSP Care Track Program.

**Red Cross/DART Update**

- Jack S gave overview of Thetford gearing up for shelter opening, but not opened. Virtual tabletop through Agency of AG. Wolfboro – some team going over to provide support. MRC The Prouty aid station.

**VDH Update**

- Chip leaving to VEM. Introduced Heather as new EM Preparedness Specialist. Heather gave her background and discussed closed POD's. Also taking over MRC Unit Coordinator position.

**Next Meeting**

Location and date TBD.

**Adjournment**

The meeting adjourned at 7:15 PM.



**September 13, 2017 LEPC 3  
DRAFT Meeting Minutes  
MAHHC Board Room**

**Attendance**

Anthony French - VSP

Todd Sears – DEMHS

Bruce Martin – DFS/VHMRT

Jack Schonberg – ARC/DART/MRC

Allison Hopkins – SWCRPC

Seamus Geoghegan - MAHHC

Mark DeRosia – NewsBank Inc

Heather Rigney - VDH

**Welcome and Introductions**

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

**VDoH – PODs Presentation (see associated slideshow)**

- “Closed POD” – Pont of Distribution
  - Difference in closed vs. staff of state employees
  - Requirement – one medical practitioner available to oversee distribution
  - Medicines given to CPODs at no charge
  - Private organizations have opportunity to become CPODs
  - Guide to creating CPOD plan available resource
  - How to Join information available
  - MOU and registration forms available
  - Presentations to interested organizations available.

**July Minutes**

- Update to title of presentation “Engagement Section Presentation” under Treasurer’s Report section. Otherwise minutes approved by JVVetering and seconded by BMartin. Motion passed.

**Annual Meeting/Election of Officers**

- CERT Council Chair – Rob Mather
- Chair: Chief Kevin McAllister
- Vice Chair: Jack Schonberg
- Secretary/Treasurer: Bruce Martin

**Treasurer’s Report**

- Update given, no official report.

**CERT Update**

- JV Wetering went over the recent summer deployments. Covered some upcoming events: Apple Festival, Riverside, trunk-or-treat.

**VSP Update**

- Joint checkpoint with NH over Labor Day weekend- promoted “Saturation Patrol” several DUI’s – good face to face between officers. With start of school presence at/of school zone enforcement. Discussed promotion of Sergeant Wood. CERT Westminster call for assistance.

### **DFS Update**

- Sent swift water rescue team to TX. 16 people, 5 vehicles, 4 trailers. Division-wide training for fire marshals: electrical/wiring, included electrical inspectors & plumbing inspectors. Discussed issue arising with shelters, per state law change of occupancy and should be inspected when approved as use as a shelter. Prime topic for 2018 LEOP reboot. Hazmat: over 100 response year-to-date; up over previous years.

### **2-1-1 Update**

- Should do formal request from LEPC 3 to have a representative attend meetings.

### **VEM Update**

- Emergency Preparedness conference Fri & Sat. T Sears has three presentations on the docket. New EMD trainings overview will be one of them. Individual and family preparedness also seems to be a need –coming, soon to be available – joint work with MRC. AAR on USAR deployment. National Guard sent team of public affairs officers to TX.

### **Red Cross**

- ARC - much of paid staff deployed both to TX and Fl. Unfortunately, disaster times are good for training and recruiting. Involved in running shelter and variety of support services. J Schonberg discussed hostile situations seen on social media, also demoralizing and often false information.

### **DART Update**

- Humane society personnel have been deployed. Animal planning has been much more successful with this disaster than others. PETSACT 2006. Volunteer needs continues -not as many events so hard to keep people involved and trained.

### **VDH Update**

- Registration open for public health emergency conference Nov 9-12
- Trainings w/ Guifford hospital- actively involved in planning
- Springfield town health officer training
- TTX for Springfield and WRJ locations

### **Other business**

- Chief McAllister – certified FEMA public information officer on staff. Springfield, Chester and Windsor – forming regional tech rescue team.
- VT/NH carbon monoxide alliance fireside inn November 8<sup>th</sup> Free!

### **Next Meeting**

Location and date TBD.

### **Adjournment**

The meeting adjourned at 7:15 PM.

**December 13, 2017**

**LEPC 3 DRAFT Meeting Minutes**

**Newsbank Conference Facility  
352 Main St, Chester, VT**

**Attendance**

Anthony French - VSP

Kevin McAllister – LEPC #3

Bruce Martin – DFS/VHMRT

Earl Knight – Cedar Hill Health Care

Tyson Taft – Mt. Ascutney Hospital

Steve Kempe – Springfield CERT

Allison Hopkins – SWCRPC

Mark DeRosia – NewsBank Inc

Becca White – Sun Common

Becky Thomas – VDH - Springfield

Char Osterland – Springfield Energy Com.

**Welcome and Introductions**

**AGENDA**

**1. Solar as a Resiliency Solution – Becca White**

- “Solar and Community Resiliency”
- Becca covers Windsor, Orange and Lamoille
- Resources:
  - i. Florida SunSmart – emergency shelters people displaced after power outages at shelters
  - ii. Scripps Ranch Community Center - high wildfire area - use of diesel is a risk
  - iii. US DOE – “Solar for Safety, Security and Resilience” toolkit
- Increase of impacts from disasters
- Extreme precipitation trend graphic
- OEERE toolkit to use solar during disaster as a resilience tool
- Lead acid/ lithium ion – less safe; move to a healthier, safer battery
- Tesla power wall 2 about \$15/mo back up power GMP
- Generators can fail for a number of reasons

**2. Treasurer’s Report**

- Authority given to B Martin, as Treasurer, to sign checks for LEPC 3 Mascoma – K McAllister motioned, seconded by B Thomas and motion passed.
- A Hopkins – reviewed Treasurer’s Report and provided copies. Report as presented approved by A French, seconded by M DeRosia and motion passed.

**3. September Minutes**

- Amend to add K McAllister, otherwise, approved as presented by B Thomas and seconded by M DeRosia and motion passed.

**4. Administrative Contract**

- A Hopkins gave update regarding amounts in contract – motion to sign and approve contract as presented by B Martin, seconded by M DeRosia and motion passed.

## 5. Roundtable

- **CERT Update** Steve Kempe reported on recent CERT activities: 12/1 holiday tree lighting and 12/2 Unicorn craft fair, both in Springfield.
- **VSP Update** – Recent snowstorm accounts for about 60 crashes just from Westminster barracks – more expected from Tue- Wed storm. Texas: incident management class ICS 300-400 great course. Checkpoints over November holiday – several DUI's. Christmas Holiday more scheduled.
- **DFS Update** - Hazmat 150 total to date for the year. Recent Springfield call – purple unknown substance. Several significant incidents in Chittenden County.
- **VDH Update** - Assisting Springfield hospital with TTX

## Other business

### Next Meeting

- Weather dependent: February or March location TBD.

### Adjournment

The meeting adjourned at 7:30 PM or earlier.