

LEPC #12

LOCAL EMERGENCY PLANNING COMMITTEE

LEPC12@TRORC.ORG

C/O TWO RIVERS-OTTAUQUECHEE REGIONAL COMMISSION
3117 ROSE HILL
WOODSTOCK, VT 05091

802-457-3188
WWW.LEPC12.ORG

April 15, 2010 - 6pm - 8pm
Tunbridge Town Hall, VT

MINUTES

Attendees: Anthony Ercole, Dot Burden, Bill Burden, Alan Lyford, Stephen Ward, Bill Bayliss, Vernal Stone, Marc Mckee, Jim DiClenco, Susanne Smith, Frank Roderick, Tuthill Doane, Brant Goode, Ken Goss, Richard Lancaster, Capt. Ray Keefe, Lt. Bill Jenkins, Bob Weinert, Jim Tonkovich, John Durkee, Jennie Hubbard, Jerry Fredrickson, Scott Whittier, Mark Belisle, Kevin Geiger, Steve Cota, Allyn Ricker, Steven Locke, Larry Straus, Jan Williams, Chuck Wise, Pete Fellows, Tracy Simon, Robert Quillia, and Rita Seto.

1. Call to order - The meeting was called to order by Bill Burden at 6:03pm.
2. Introductions were made.
3. Minutes - The minutes of 18 February 2010 were reviewed and accepted.
4. Treasurer's Report

Richard reported that the LEPC has \$350 remaining in the bank for the year. Richard recommended that TRORC could use a boost and cover some loss through grant expenditure. Bill said this will be addressed in Item #8 below.

5. Election of Officers

Bill opened the floor for a motion to nominate. Tut motioned to nominate Bill Burden as Chair, Tracy Simon as Vice-Chair, Cindy Spaulding as Secretary, and Ken Goss as Treasurer. 1st motioned by Richard Lancaster, 2nd by Mark Belisle. Bill closed slate as presented by Tut, all nominated officers unanimously approved by LEPC12 on the condition of approved membership by SERC in May.

6. VCOMM Update

New radios by FCC require modifying existing licenses for towns and emergency responders to a VHF license for narrow band operation. This is a mandatory change by January 1, 2013. Go to <http://vcomm.vermont.gov/narrowbanding> for more detailed instructions to modify. You can use APCO services to modify your license for a \$25 fee. Go to www.spectrumwatch.com for APCO modifying and follow instructions. Bill advised to coordinate with your surrounding towns that share mutual aid so everyone can be more or less get changed over at the same time. Please avoid the December 31, 2012 rush!

7. Center for Disease Control

Brant Goode, Epidemiologist from Dept. of Health, Center for Disease Control spoke briefly how response ultimately happens at the local level and is interested in observing tonight's Disaster Flood Prep conversation amongst the towns.

8. Authorization to expend remaining funds

Bill motioned to transfer \$330 of the remainder \$350 funds to TRORC. 1st motion by Mark Mckee, 2nd motion by Richard Lancaster. LEPC12 unanimously approved motion. New funds will arrive in July.

9. Other Business/Upcoming training - None at this time.

10. Next meeting - The next meeting is scheduled for 17 June 2010 with location TBD.

11. Flood Preparation Simulation.

Scott Whittier, of National Weather Service in Burlington briefly discussed how this will be a simulation of what happened in Rhode Island where there were significant rainfall. Scott presented a typical Weather Service warning for a flood watch in Orange and Windsor County two days before the rainstorm will hit. The LEPC group divided into 3 groups of various towns and discussed how they would prepare for the storm. At the end of the discussion which also addressed what would happen on the day of the storm, each group came up with 3 action items. These are the following items discussed:

- Need chain of command that's decided beforehand
- A list of local contractors that could be contacted during the emergency
- Identify designated emergency shelters (do they have backup generators, kitchen facilities?)
- List of people in the community that need medical assistance
- Reverse 911/school calling trees/211 – *(E911 will be discussed at June meeting)*
- How to warn community (if no siren, phones are down)
- Communications between Incident Commander and Emergency Operations Center (EOC)
- Utilizing calling trees
- Confirm key people (Selectboard, road crew, who's the alternate if they are out of town?)
- How to get residents to EOC, how to notify residents and key people?
- Monitor situation (gauges, key flood-prone areas)
- Road crew to check roads, document and identify key problem areas
- Public communication methods, route alerting (knocking on doors)
- Using VEM and AOT as a resource

Bob Weinert of Vermont Emergency Management also informed the towns that if they ever felt they could no longer handle an emergency situation, to call the State Rapid Assessment and Assistance Team (SRAAT) which assists towns with resources free-of-charge.

Rita passed out a template of a Flood Annex document to everyone (attached).

Meeting adjourned at 8:09pm.

Respectfully submitted,
Rita Seto, TRORC