Emergency Planning Committee
August 13, 2012 meeting
Approved Minutes

Attendance
Commissioners: Chair-Piet Van Loon, Brad Horn, Eric Stevens, Roger Turner
Staff: Dinah Reed.

The Chair called the meeting to order at 6:07 P.M.

Minutes – No minutes to approve as yet.

General Discussion about Emergency Planning Committee involvement -
- Create a distribution list of Selectboard Chairs, EMDs and Fire Chiefs
- Send Title 20 to Committee (VT statute that states role of EMD)
- When I plan to meet with Town X, if it is regarding emergency planning, inform the
  WRC Emergency Planning Committee and WRC Commissioner in that town to let them
  know of my visit and purpose.
- Ask the folks who were in the EOCs during Hurricane TS Irene if they would be
  interested in attending our next few meetings to discuss their involvement, what actually
  happened in the EOC, what can expect, what was the overall experience like?
- In recruiting new folks to the committee – inform them it is an opportunity to be involved
  more so than just attending the Full Commission meetings. Service on the Committee can
  help people get a wider exposure to what other towns are doing.

Specifics - Discussion about EOC and EMD involvement in towns -
- Expand BEOP to identify more than it now does
- Hone in on first 72 hours needs:
  o Identify the “need” of people for each day, shifts, hours, level expertise
  o Identify the tasks needed to help identify people needs: GIS, phones, operational
    awareness
- Realize recover needs:
  o Ability to communicate with FEMA or State
  o Ability to do paperwork

Establishment of Permanent Meeting Time
- Fourth Monday of each month – 6:30 pm – WRC Conference Room
The meeting adjourned at 7:30 P.M.

Respectfully submitted,

Dinah Reed