

Thetford Emergency Management
Meeting
Nov 30, 2017

Attendance-M. Whitcomb, R. Pettingell, P. Sirjane, T. Wagner, T. Borst, D. Fifield, C. Martin, M. Parkman

Updates:

After attending a meeting regarding Open Meeting Laws in Vermont, it was determined that this group is not required to meet the standard. That said, we will endeavor to meet the open meeting law requirements.

Goal of meeting-

Review of after action from July 1, 2017 storm:

Improvement plan review-

MW met with rep from VEM "Citizen Plus Program" on 10/13. There is a state program in place for neighborhood captains, training, supplies, etc.

The Thetford Selectboard needs to adopt the program in order to get resources from the State. There are many layers to this program and it can be as small or large as town would like.

The first level is boots on the ground, connect with EOC so not duplicating efforts during an emergency.

MW will send a letter to the SB to request their adoption of this program.

The State will do the training and supply resources

Logistics/Supply Chain

Additional MOU's are needed for the resources used during the July storm that are likely to be used in the future.

MW will send list of current MOU's to C Martin who will provide her with other resources used to get these new MOU's done.

The water issue at TES shelter resolved

The Shelter signs are now stored in the trailer with the other EOC supplies

High-speed internet at EOC installed

Antenna for the Highway repeater has minor damage from years of use. A review of the equipment by a local radio company noted it should be repaired and may assist with some of the DPW radios. Additionally, they noted that replacement of the current DPW

radios is needed as they are lower wattage than recommended and as such do not work as well.

ARC dispatch number added to EM call sheet

Talking to VEM about communication issues
VT Alert-training/direct posting from TEM. We need to continue to encourage townspeople to sign up for this resource. It was suggested to put a note in town report this Spring and have information at Town Meeting.

Evacuation plans for camps--work in progress

ICS class for individuals who would fill roles during an emergency. This includes staff at Town Hall and this requires the SB to require this training. Additionally, members of the SB need to complete this training.

Public Information Officer--still discussing options for this

EOC processes for set up in the first 10 minutes is now in the binder and in digital format.

Template for information that town staff has gathered almost done

Auto-attendant option at Town Hall on phone--T. Borst has completed

MOU's

MW will email C. Martin

C. Martin noted there is a need to purchase barrels (current road guidelines note that cones can't be left out overnight). He also noted that DPW needs to purchase more cones. The cones purchased after the 7/1/2017 storm were purchased by emergency management and are stored in the trailer for larger scale emergencies.

At this time, we do not have formal MOU agreements between town DPW. It is recommended by the state to put these in place. The planning group felt this is worth formalizing. C. Martin needs to identify towns to start this process with moving forward.

MOU between TVFD and TEM should also be in place. M. Whitcomb will provide template to SB.

BUDGET 2018

2017 budget spent on July storm and generator maintenance and repair.

Supplies will be purchased in 2018--shelter comfort kits for adults and kids, administrative supplies for EOC.

C Martin inquired if we were aware of the Government Surplus website- he will share site with M. Whitcomb.

Block heater on generator – Has this been taken care of at town hall? Unknown-T. Borst will check with Yankee Generator.

Password for internet at EOC to be added to binder.

Next meeting: 1/25/2018