

EMERGENCY PREPAREDNESS AGENCY  
MINUTES OF  
November 14th, 2023  
Regular Meeting  
SALEM CONNECTICUT

Present at meeting:

Board Members:

Mike Bednarz, EMD

Peter Lynch

Erik Trotter

Cory Bourgeois

Staff:

Not Present:

Christina Martin

Eva Agathos

Richard Martin

1. Meeting called to order by M. Bednarz at 7:07 pm EST.

2. Approval of Minutes

M/S/C (M. Bednarz/E. Trotter) to approve the Minutes of 10/10/2023.

Vote: Approved Unanimously

3. Guests /public comment– None

4. Everbridge- No Report

5. Eversource – No Report

6. Old Business:

A. Discussed participation in the 2023 State EPPI Drill on 10/18/2023. Salem School also performed a school evacuation drill on 10/18/2023 during the EPPI drill. The EPPI training scenario identified an emergency event that would have required a school evacuation and the combination of events provided real time situational awareness during the drill that would have normally been theoretically performed. Discussion followed in regard to identified vulnerabilities and the need for additional EOC personnel.

B. Capital plan submittals are due by December 7<sup>th</sup>, 2023. Discussed requesting funds for radios and what the EOC would require. EMD advised to communicate with Fire Department to collaborate on overall needs of the Town Agency's. Further discussion related to EOC enhancements such as relocating antennas on building roof to the tower.

C. EOC weather station has been fixed and is broadcasting.

7. New Business:

A. Salem's Emergency Resource Plan is being revised to identify current contact information in result of recent elections and personnel changes within various town stakeholder agencies. Suggestion from committee to establish document review for revisions twice a year. July to coincide with any personnel changes with the school district and November to coincide with any personnel changes in result of elections.

8. Other Business:

A. The EOC maintains a state of readiness.

B. Vulnerability Assessment- On-going. Items discussed identified during the EPPI drill.

C. Outreach- Informed by the Registrars Office that we were not allowed to set up a table to sign people up for Everbridge in a voting place.

9. Good & Welfare: Elections took place with no reported issues

A. Monthly Weather Tip: Generator Safety/Cold Weather Preparation to include chimney cleaning.

B. Current Events: Increased Cyber Security Threats and ongoing conflict overseas.

10. Adjournment:

M/S/C (E. Trotter/C. Bourgeois) at 7:42 pm EST.

Vote: Approved Unanimously

Respectfully Submitted by  
Michael Bednarz, EMD  
Town of Salem, CT