

**Emergency Management Committee  
Meeting  
July 14, 2015  
6:00 pm  
Salem, Connecticut  
Town Office Building  
Room 2**

Present: C. Martin, R. Martin, S. Spang, C. Weston, D. Bourdeau  
Absent: E. Shafer, Roman Kachorowsky, CST C. Konow  
Guests: None

**1. CALL TO ORDER:**

D. Bourdeau called the meeting to order at 6:10

**2. APPROVE MINUTES:**

**M/S/C (C. Martin/R. Martin) to approve the April 14, 2015 Minutes as presented. Vote: Approved Unanimously**

**3. PUBLIC COMMENT/GUESTS-None**

**4. OLD BUSINESS:**

**a) Everbridge**

R. Martin presented a slide show on how to send out notifications to groups. The Committee discussed various situations and emergencies and how they would be handled. The Committee discussed setting up templates for various emergency notifications. D. Bourdeau will discuss the, "chain of command" on how notifications get sent out in an emergency.

**b) Hurricane Season**

July 20-27<sup>th</sup> HURREVAC will be offering live training webinars on their website. The Committee will get pamphlets on hurricane preparedness to post on the town's website.

**5. NEW BUSINESS:**

**a) Emergency Services Study**

D. Bourdeau stated the Emergency Services Study addressed the need for the emergency services to be more involved with the Committee. Some of the suggestions for inclusion on the committee either as permanent members or on an, "as needed basis" are:

- Representatives from both fire departments
- Salem School
- Uncas Health District
- Emergency Dispatch
- DEEP

The Committee also noted the need to change and update the ordinance. D. Bourdeau also addressed at some point setting up a LEAP (Local Emergency Planning Committee) within the Emergency Management Committee.

**6. OTHER BUSINESS –None**

**ADJOURNMENT**

**M/S/C (Weston/C. Martin) to adjourn at 7:37 PM**

Respectfully Submitted  
Sue Spang, Recording Secretary

UNAPPROVED