

EMERGENCY MANAGEMENT
MINUTES OF
April 10th, 2018
Regular Meeting
SALEM CONNECTICUT

Members Present at meeting:

D. Bourdeau, C. Martin, R.J. Martin, J. Cunningham, C. Dutch, J. Miller, T. Martin C. Weston

1. Meeting called to order by Don Bourdeau at 6 pm EST.

2. Approval of Minutes

M/S/C (J. Cunningham/C. Martin) to approve the Minutes of 02/13/2018

Vote: Approved Unanimously

3. Guests

Kevin Fifield- Eagle Scout- Kevin introduced the idea of mapping and marking of the trail on Music Vale Rd. His project would include the clean up and measured marking to help improve emergency services response efforts. The possibility of using mile markers with longitude/latitude mapped out using GPS. There are several possibilities discussed such as, numbering sequence, color coding and creating a template for future mapping of other trails in the town. More discussion will be needed and we are looking forward to hearing the next steps in Kevin's plan.

4. Public Comment

None

5. Old Business

- A. Everbridge- There are currently 243 web registrations. The Everbridge system has been having several UNPLANNED service updates to clear up some performance issues. Employee response is at 90% and Resident response is at 80%.
- B. LEOP- C. Martin and R.J. Martin printed out all of the Annexes that were given by Reg 4. The next step is to set up date that Carla can come and begin making the binders to hold the Annexes. C. Martin will contact Carla to set up that date.
- C. First Net- R. Martin gave a brief summary of First Net via the EM Symposium. C. Martin provided a run down of the projected cost of First Net. This topic will be placed on hold until after the state launches and reviews it more. 6-12 month to revisit.

6. New Business

- A. EOC Activation- J. Cunningham presented a possible proposal on changes to activating the EOC staff/members. A discussion was made about the possibility of Training during an activation. C. Martin will research the current policies and procedures. Further discussion is needed on this matter.
- B. Radio Frequency Labeling- A discussion was starting in regards to changing the labeling of all the radio frequency to simple common

wording. This would carry through all dept throughout the town. More discussion is needed on this topic.

7. Other Business

- A. EM Apparel- C. Martin informed EM she received an email from Huddson Valley that there was an issue with the product and supply. C. Martin will continue to keep in contact to get a better time line of when the apparel will become available.

8. Open Discussion

- A. EM Inventory- R. Martin will continue to take an account of all inventory. In the spring R. Martin will clean up the attic storage after PW places a dumpster. This will not happen until the ground is strong enough to support the weight of the dumpster without damaging the ground/lawn.
- B. Special Location Meeting- In July the normal EM monthly meeting to be held at the Salem School conference room. This is the backup and secondary location for the Salem EM EOC. At this time only EM Members/Staff will attend this meeting. In Aug, an invitation will be sent to the FDs, PD and School officials to attend a meeting to ensure continuity of operations.

9. Adjournment

M/S/C (C. Weston/ C. Martin) to adjourn at 7:27pm est.

Vote: Approved Unanimously

Respectfully Submitted by
Christina Martin