

EMERGENCY MANAGEMENT
MINUTES OF
June 12th, 2018
Regular Meeting
SALEM CONNECTICUT

Members Present at meeting:

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

1. Meeting called to order by Don Bourdeau at 6:04 pm EST.

2. Approval of Minutes

M/S/C (C. Weston/C. Martin) to approve the Minutes of 05/08/2018

Vote: Approved Unanimously

3. Guests - None

4. Public Comment - None

5. Old Business

A. Everbridge- There are currently 249 web registrations. The 2018-2019 Everbridge suite payment was mailed out by Lisa J on 06/12/2018. There is a need to improve the response from Town Employees. Christina will draft a memo for review at next meet to be attached to all employees paychecks. Response from residents is at 92%.

B. LEOP- We are awaiting Carla from Reg 4 to schedule the next step of putting the annexes together in the binders.

C. EOC Activation- C. Martin handed out a revised grouping list of staff. A motion was made to accept the list and add it to the revised LEOP.

M/S/C (C. Martin/R.J. Martin) Vote: Approved Unanimously

6. New Business- None

7. Other Business

A. EM Apparel- Hudson Valley will contact C. Martin when the hats are back in stock.

B. EPPI Drill- The drill will be held on 06/20/2018 from 8am- 2pm. An Everbridge message will be sent out to all EM members.

8. Open Discussion

A. EM Inventory- The new blankets have been ordered from Moore Medical. The attic is slowly being cleared out. R. Martin is waiting for dumpster to be place for further clean out. The ground must be strong enough to support the dumpster without leaving damage to the lawn. PW will place the dumpster once the ground is deemed suitable to hold the dumpster.

- B. Special Location Meeting- 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/ J. Cunningham) to adjourn at 6:35pm est.

Vote: Approved Unanimously

Respectfully Submitted by
Christina Martin