

EMERGENCY MANAGEMENT
MINUTES OF
June 13th, 2017
Regular Meeting
SALEM CONNECTICUT

Members Present: D. Bourdeau, C. Martin, R. J. Martin, T. Martin, J. Miller, C. Weston, J. Cunningham

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

2. Approval of Minutes for May 9th 2017
M/S/C (C. Martin/ C. Weston)
Vote: Approved Unanimously

3. Guests - NONE

4. Public Comment _ NONE

5. Old Business

- A) Everbridge- Currently we have 221 web registrations to the system. The renewal quote will be signed and sent to Everbridge rep via email by either L. Jablonski or C. Martin. D. Bourdeau chose the ad that is to be placed in "Our Town" Newspaper. C. Martin will email the PDF version to Agnus for PSA ad to be placed.
- B) LEOP- 75-80% of the LEOP is completed at this time. C. Martin and R. J. Martin will continue to work on completing part 4. DEMHS Reg 4 representative tentative visit to be first week in Aug. C. Martin will confirm date as it gets closer to completion of LEOP.
- C) EM Board Members- J. Cunningham, C. Weston and C. Dutch have been sworn in by the Town Clerk as appointed EM Board Members. J. Miller still needs to visit the Town Clerk to be sworn in as EM Board Member. J. Miller stated that it would be completed by the end of this week.

6. New Business

- A) FDs Chief Officers Training of Everbridge- The Chief Officers from both FDs will be attending the EM meeting in July 2017 to be given a brief training on how to send out an Everbridge message.

7. Other Business

- A) EM Apparel- C. Martin will contact Hudson Valley Industries to order 27 EM Shirts and 9 EM 3 Season Jackets. C. Martin will get a quote for all apparel that is to be ordered and submit it at the July 2017 meeting. Shirts will have the EM logo embroidered on the front left side. EM jackets will be screen printed with

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reflective ink to read "Salem Emergency Management" and will be embroidered on front left side with EM logo. (same logo as the EM shirts)

- B) Radio/Antenna install at school- Communications Plus will be installing new antennas and radios at the Salem School on 6/20/2017. There will be 1 HAM radio and 1 Town radio to be installed in a locked cabinet in the school offices conference room. This will allow EM to have a secondary EOC location in the event of an emergency that would prevent the use of the primary EOC.
- C) Evac/Detour signs- C. Weston will check to see if there is a digital copy of the map of where the blue Evac/ Detour signs are located. After reviewing all of the present location, there may be a need to increase the number of signs. Further discussion is needed on this matter.

8. Open Discussion

- A) EM Member ID- C. Weston is continuing to print the new EM ID.
- B) Enhancing relations with R1 Responders- A discussion was made that meeting with R1 Responders a minimum of 2x a year will strengthen the relationship between FDs and EM. This will also insure that all parties are on the same page on the course of actions while responding to emergencies.

9. Adjournment

M/S/C. (D. Bourdeau/ C. Weston)

Vote: Approved Unanimously

Respectfully Submitted by
Christina Martin