

## March 19, 2020 - DRAFT Teleconference

Attendees: Shawn Harlow, Lance Colby, Gary Moore, Joe Thibodeau, Al Poirier, Mariah Whitcomb, Regie Cooper, Jackson Schonberg, Brenda Field, Monique Priestly, Tim Caulfield, Robbie Blish, John Sanders, Alex Northern, Tracy Simon, Stacy Garciadealba, Mark Belisle, Monica Collins, Dave Ormiston, Caroline Schneider, Ben Ilsley, Jerry Fredrickson, Christine Forier, Heather Rigney, Brad Salzman, Andrea Herrington, Kevin Geiger, Russell Ashe, and Tory Littlefield.

1. Call to order at 6:00 p.m. Mark Belisle presided.
2. Approval of minutes for 12/19/2019  
A motion was made by Jerry Fredrickson and seconded by Tracy Simon to approve the minutes of 12/19/2019. All approved.
3. Action on TRORC Invoice of \$3,075.36.  
A motion was made by Tim Caulfield and seconded by Gary Moore to approve the TRORC invoice. Tory L. stated that this work was for meeting set up, food, writing an attendance letter, and Tier II work. All approved.
4. Action on LEPC#12 HazChem funding applications for \$4,000 and \$7,000.  
A motion was made by Gary Moore and seconded by Ben Ilsley to approve the FY21 HazChem applications for \$4,000 and \$7,000. All approved
5. COVID-19 Presentation by Vermont Department of Health.  
Heather Rigney from the Vermont Department of Health gave a presentation on the most recent COVID-19 information to date (presentation attached). Several questions were asked, such as if isolating individuals could be identified to EMDs to assist with food delivery. It cannot, since it is a violation of HIPPA. Other communities stated what they are doing to organize themselves. Newbury is working on a phone tree to call isolating residents. Bradford is working on a mutual aid volunteer form and system. TRORC created a page on their website to compile links to official resources and examples of what other communities are doing:  
<https://www.trorc.org/programs/emergency/covid-19/>.
6. Treasurers Report  
Brad Salzman state that there is \$5 in the account. The bank mistakenly took out \$3 as a service fee, but it was put back. The last payment was put in the account and the same amount was taken out of the account.
7. Tier II Reports for LEPC#12

Tory Littlefield sent out the current list of Tier II facilities that have reported in the LEPC#12 region to date. There are 208 facilities, which is close to the number of facilities that reported last

year. There was a discrepancy of about 40-50 facilities that did not send their reports to the LEPC (just sent to the state). She will be contacting those facilities to let them know that they have to report to her as well. Tory will also be organizing and compiling all the reports by town and will be sending those out to Fire Chiefs and EMDs in the region.

8. Other Business/Upcoming Training

a. TRORC

i. Tory gave an update on the LEPC consolidation. The SERC voted to consolidate all the LEPCs into one statewide LEPC. The current 13 LEPCs will form into another group (name unknown at this point), so they will all still meet on a regular basis. This new group will be funded through the RPCs under their EMPG funding most likely. This change will be instituted July 1, 2021.

ii. Tory will be hosting a Local Emergency Management Plan webinar on Monday, March 23, 2020 at 6 p.m. Call in information is here:

<https://www.trorc.org/event/local-emergency-management-plan-a-walk-through-webinar/>.

b. Brenda Field stated that as her local fire warden, they are likely to institute a burn ban due to upcoming dry weather and to limit response of fire departments due to the pandemic.

c. Stacy Garcidealba sent the following message via email after the meeting: Please feel free to send any updates or changes to programs to me at [stacy@unitedwaysvt.org](mailto:stacy@unitedwaysvt.org). We're doing our best to streamline the rapid changes in programs—our Resource Staff are averaging 65 updates a day each. Our Resource Manager has sent out an email to agencies in our database (which is all or most of you) reminding folks that they can login and update their agency anytime with their login info. Again, I'm happy to accept updates as well. All 211 staff are working remotely and following recommended social distancing. We are averaging 150-200+ calls a day. Our Contact Staff are doing a tremendous job, and we are also training volunteers to return calls. Our call volume is large, but we have the capacity to operate as usual. Please leave a message with your contact information if you get the 211 voicemail, and someone will call you back.

d. There are several conference calls:

i. Upper Valley Strong (Tuesdays and Fridays at 10am): 1-866-726-3900 access 5897681#

ii. Vermont Emergency Management (Fridays at 2 pm): 1-802-828-7667 access 964173196#. Submit questions:

<https://forms.office.com/Pages/ResponsePage.aspx?id=O5O0IK26PEOcAnDtzHVZxoUpIuO7W5BOig27XwhVBN1UMkpBU1FKQjBBNTVKWUFJUjJHRjU0TExOUi4u>.

9. The meeting adjourned at 7:07. Motion made by Gary Moore and seconded by Tim Caulfield. All approved.

The next meeting will be on June 18, 2020. Physical location to be determined depending on the status of the pandemic at that time.

Respectfully submitted by,  
Tory Littlefield for Tim Caulfield, LEPC Secretary.