**EMERGENCY MANAGEMENT COMMITTEE**

**MEETING MINUTES**

**Call To Order:** EMD Tom Williams called the meeting to order on April 20, 2023, 7:00 PM at the Shelburne Police Station/Municipal Building 623 Mohawk Trail.

**Present:** Deb Coutinho and Greg Bardwell

**Acceptance of Minutes:** Minutes fromlast meeting reviewed and accepted.

**New Business:**

1. After action review (AAR) from the March storm reviewed.
2. Updates:
   1. IPAWS put on back burner for now. MEMA has IPAWS capability which we can use. Also, Tom and Joe will work on Blackboard system to enhance its capabilities for our needs.
   2. Tom Williams and Herb Guyette conducted a one-hour presentation at Highland Village for fourteen people on individual responsibilities in emergency management. It was well received.
   3. Another presentation is scheduled sometime in August at the Senior Center. Tom is looking for more opportunities to give presentations to different organizations.
   4. 22EMPG purchases thus far: portable generator and magnetic dry erase board. Both were on display.
   5. Final quote for the Municipal Building emergency generator submitted today. Town Administrator will submit the three quotes to the SB at April 24th meeting with a request to use ARPA funds to finance it.
   6. Capital request of $5500 submitted this year along with the Emergency Management budget request to finance transfer of radios from fire station to EOC (Emergency Operation Center). Once radios are installed the EOC can then be fully operational when needed. Hopefully request is approved at upcoming town meeting.
   7. From Mohawk District Superintendent Sheryl Stanton’s suggestion the high school principal, Chris Buckland, was contacted to look into the feasibility of having some students, as a capstone project, conduct a survey of the towns in the district to determine if there is a need for warming/cooling centers. Mr. Buckland seemed very interested in the idea. He will get back to Tom.
   8. Mohawk High School was also discussed as a possible resource for recruiting people for various CERT teams(Community Emergency Reaction Team). Possible roles discussed included police assistance, fire department and EOC operations.
   9. Tom is finalizing plans for training of Local Elected Officials, Department Heads and other key positions.

**Decisions Made/Actions Taken:** None

**Documents/Exhibits:** None

**Next Meeting Date/Time/Place:** May 18, 2023 at 7:00 PM at the Shelburne Police Station/Municipal Building located at 623 Mohawk Trail

**Adjournment:** Meeting adjourned at 9:00PM