

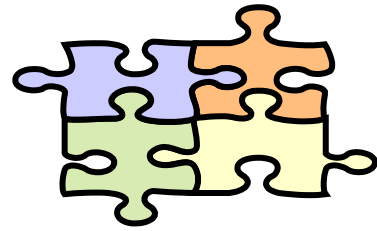
**CHITTENDEN COUNTY, VERMONT**  
**LOCAL EMERGENCY PLANNING COMMITTEE #1**  
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Annual Meeting Notes, June 13, 2017

Doubletree Hotel, South Burlington

Breakfast was served at 0830, and the meeting was called to order at 0900.

Present: Al Barber, Chair, Hinesburg Fire; Kate Hammond and Janet Wiatrowski, VDH; Mike Collins, Global Foundries; Max Kennedy, DEMHS; Bob Henneberger, CERT/RACES; Steve Cushing, Saint Michael's College; John Berino, UVM Medical Center; Zachary Borst, UVM; Michael Richards and Ben Cichanowski, Keurig/GMCR; Gary Moore, Bill Irwin, Harry Fell, Richard Spiese, Patrick McLoughlin, and Todd Cosgrove, Vermont Hazardous Materials Response Team; Doug Brent, South Burlington Fire; Bill Ballard, UVM; Andy Squires, Richmond Rescue; Bob Young, Green Mountain Transit; Jen Holliday, CSWD; Ken Morton, Williston Fire; Lee Krohn, CCRPC.

There were no changes to the agenda, nor public comment on items not on the agenda. The meeting notes of 5/09/17 were approved by unanimous consent.

#### Annual Meeting/organizational matters

Bylaws: Krohn described the goal to simplify and streamline these into a more useful and functional document, and thanked Hammond and Borst for their time and help on this project. Len Wallace of EPA (who oversees all things related to Tier II hazardous materials reporting and LEPC involvement) made several suggestions for minor edits/additions to the draft, which were incorporated into the final draft circulated for review. Motion by Berino to adopt the new bylaws as presented; seconded by Brent and approved unanimously.

Election of Officers: upon suggestion of the Chair, and approved by unanimous consent, Lee Krohn will continue in the role (now made official) as Secretary. Given that CCRPC is the fiscal agent for LEPC #1, and Forest Cohen is the Business Manager who prepares the financial statements each month, motion by Henneberger that Forest Cohen be Treasurer; seconded by Hammond, and approved unanimously. With no other nominations from the floor, motion by Hammond that Al Barber continue as Chair, and that Mike Collins serve as Vice Chair; seconded by Cushing and approved unanimously.

Todd Cosgrove, Chief of the Vermont Hazardous Materials Response Team, gave a presentation about the history and evolution of hazardous materials reporting and incident response, up to present day training and response capabilities. The group then went outside where the hazmat team had set up displays, and described/demonstrated the use of some of the specialized equipment they use for incident response. This included biological, chemical, and radiological testing devices, methods of decontamination, and a Level A hazmat suit that one would wear when entering a hot zone contaminated by unknown materials (or known materials requiring such protection). Team members gave clear and informative descriptions of the capabilities and limitations of this equipment, as well as their wide ranging and continual training programs.

LEPC other business: as usual, a number of supporting documents were distributed for information in advance with the agenda. Discussion followed regarding 'next steps' – options for training, seminars, and/or tabletop exercises; the use of VT ALERT to notify LEPC members in case of a major incident; EMD training (upcoming introductory seminar on August 1 at CCRPC, with refinement of a more formal training program underway at DEMHS); reorganization of DEMHS back to two separate entities of Vermont Emergency Management, and Homeland Security; and SERC funding of LEPCs at the statutory level of \$4000/year for now, with requests for additional funding to be considered at another time.

Member reports:

Holliday/CSWD: hoping to have a representative present more regularly now; will be hosting a tour/site visit for LEPC in September.

Kennedy/DEMHS: various upcoming trainings mentioned; seeks input from LEPC and is willing to work with us on desired trainings/workshops/TTX; 18 out of 19 LEOPs completed in our county.

Henneberger/CERT-RACES: nothing new.

Hammond/VDH: mass casualty incident drill held at the Airport on 6/3; 32 of the 40 MRC volunteers participated. Presentations ongoing about ticks and other health-related topics. Town Health Officer workshop upcoming on 9/27.

Berino/UVMCC: questions/discussions ensued about joint hazmat decontamination drills with Burlington and/or South Burlington. Brent reminded of the matter of staffing cost for these – his department's participation in the recent airport drill cost approx. \$2500 in salary/overtime.

Brent/SBFD: Hinesburg Road culvert work/construction complicates travel and emergency response.

Morton/WFD: Similarly, construction projects in SB, Williston, and Essex Junction will complicate travel and emergency response for the foreseeable future. Challenges in finding qualified applicants for open, full time positions; Brent concurred. It is much harder now than it used to be.

Squires/RR: high school cadets have worked out well for them as part time, introductory staff. Barber concurred, as Hinesburg Fire has several CVU cadets at this time.

Collins/GF: all is peaceful at the moment.

With no other business, the meeting was adjourned at 1140 hours.

*Respectfully submitted by Lee Krohn, AICP.*

Please note: LEPC meeting agendas, minutes, and other information may also be found at <http://www.ccrpcvt.org/about-us/committees/local-emergency-planning-committee/>