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LEPC 6  
Minutes  
August 19, 2008

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1. The meeting was called to order at 17:15.
2. Introductions. Jim Matteau, Lisa Hecht, Josh O'Neill, Corwin Elwell, Eric Stevens, Richard Cooke, Rick Hopkins, Peter Coffey, Allen Pike, David Moore, Jeff Ruggiero, Candace Stoumen, Annette Roydon, Andy Hall, Jack Horton, Peter Lynch, Michael Bucossi, Tom Goddard, Mathew Cole, Cindy Martel, Herbert Meyer, Arthur Smith, Laura Conway
3. Minutes of Previous Meeting.  
MOVED and seconded to approve the May 20 minutes as written. VOTE: approved.
4. Recognition of Lt. Rick Hopkins  

Lt. Rick Hopkins stepped down as LEPC Chair in August after he was re-assigned from the Brattleboro Barracks to the Troop D Barracks in Rockingham. He was recognized for his outstanding leadership of the Committee and dedication to regional coordination of emergency response.
5. TransCanada Hydro Northeast
  - a. Matthew Cole Discussed the F.E.R.C. Emergency Action Plan (EAP) Program
  - b. In the event of an emergency, the Emergency Action Plan would be used to contact dispatchers in the region who would then contact response agencies. This would be done fairly quickly from the time that TransCanada is aware of a possible or real emergency and the time they contact dispatch.
  - c. Matthew explained that contact notification flowcharts are included in the Emergency Action Plan, and that these plans are distributed to the affected communities via a CD-ROM
  - d. He then gave an overview the difference between High Hazard events and Low Hazard events as well as in house trainings and drills that occur under mandate by F.E.R.C. TransCanada has annual in-house drills to evaluate the state of training and readiness
  - e. There was then general discussion among LEPC membership about how constrained current technology is for reaching all people that may be in the affected area of a dam failure. Reverse 911 and Code Red have gaps in contacting people with cell phones, and other potential technologies to ameliorate these issues are still years away
  - f. There will be another outreach session in October, likely at the Putney Inn which should include updated data and inundation maps to discuss as part of the emergency action plan. A Tabletop exercise is tentatively scheduled for early November, with a full functional exercise to follow in 2009
6. HSU: No report.

7. VEM: Peter Coffey
  - a. The State Plan for Commodity Points of Distribution C-POD was further discussed. VEM and HSU are working to develop tabletop exercises and drills for interested LEPCs. They are looking for LEPCs to designate people to participate on planning committees for these exercises. The planning phases for these exercises will take place from October 2008 to April 2009. VEM and HSU are looking to hold the tabletop exercises in January and the Drills in late May, 2009.
8. CERT: No Report
9. VSP: Rick Hopkins stated that there was nothing of pertinence to the LEPC to report
10. VDH: No Report
11. Training Committee:
  - a. Met on June 12 and August 11
  - b. Finishing the development of a Training Needs Survey. Copies were handed out to meeting attendants. We are hoping to ascertain the current level of training amongst responders in the region to find where the holes are and work towards building training opportunities in the future to fill those holes
  - c. We are updating and re-formatting the LEPC 6 website, which has essentially been dormant for two years
  - d. The website will eventually have an updated and integrated Training Calendar which will post ongoing training opportunities across the region and the State
12. Old Business:
  - a. Nothing reported
13. New Business:
  - a. Nothing reported
14. Next Meeting:
  - a. 17:00, September 16, Grace Cottage Hospital in Townshend Topics:
    - i. Presentation by Bill Laferriere, Department of Buildings and General Services and Ross Nagy, Vermont Emergency Management on Public Sector-Private Sector cooperation in Emergency Planning
    - ii. Discussion about Officer Elections to take place at October LEPC meeting
15. Meeting Adjourned at 19:00.

Respectfully Submitted by,

Josh O'Neill  
Assistant Planner  
Windham Regional Commission