



RUTLAND REGIONAL PLANNING COMMISSION

Rutland Regional Emergency Management Committee (REMC)

Meeting Minutes for
Wednesday, March 27, 2024 – 5:30 pm
Rutland Regional Planning Commission - Microsoft Teams

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Meeting ID: 295 368 415 938 | Passcode: N7HwHB
Call in (audio only): 802-440-1368 | Phone ID: 466 983 995#

I. **Voting Member Roll Call**

Vice Chair Jan Sotirakis convened the meeting at 5:30 PM. Maggie O'Brien conducted the voting member roll call. A quorum of voting members was present.

II. **Approve Meeting Agenda**

Seth Hopkins made the motion to approve the agenda. Motion seconded by Bob Morlino. No further discussion. Motion approved.

III. **Approve December 13, 2023 Meeting Minutes**

Tom Johnston made the motion to approve the December 13, 2023 Minutes. Motion seconded by Peter Mantello. No further discussion. Motion approved.

IV. **Open to the public**

There was no one from the public in attendance.

V. **REMC Representative Reports**

- a. Statewide Local Emergency Planning Commission (**LEPC**) Rep, Bob Morlino
 - i. Morlino summarized the report given to the State Emergency Response Commission (**SERC**) during the January 16 LEPC meeting. This report contained an overview of Hazmat Team trainings, responses, and equipment acquisitions for 2023. Morlino's slideshow did not display properly, so O'Brien requested a copy to share with the Committee after the meeting.
- b. Threat Hazard Identification Risk Assessment and State Preparedness Report (**THIRA/SPR**) representative, Michael Ramsey
 - i. Ramsey was not present, and O'Brien stated there was nothing new to report at this time.
- c. Integrated Planning and Preparedness Workshop (**IPPW**) Representative, Tom Johnston
 - i. Johnston notified the Committee of the workshop dates: April 3 and May 2. O'Brien stated she will be absent from both workshops but will complete the work required.

VI. **REMC Organizational Tasks**

- a. Discussion: Meeting Time and Place Resolution
 - i. O'Brien met separately with the Chair and Vice Chair to discuss alternative dates for the second, third, and fourth quarter meetings (March, June, and September, respectively). The modified proposal now elects the third Wednesday of those months to avoid conflicts with Urban Search and Rescue (**USAR**) training. O'Brien asked the Committee about any potential conflicts with those dates, and none were offered.
- b. Adoption: Meeting Time and Place Resolution
 - i. Hopkins made the motion to accept the Resolution as written. Motion seconded by Mantello. No further discussion. Motion approved.
 - ii. Upon signature by the Chair, the Resolution will have a permanent home on the [RRPC website](#).

VII. **Announcements**

- a. Outcomes of Jan-March activities
 - i. O'Brien highlighted the areas of improvement and action items resulting from the Large-Scale Power Outage Tabletop exercise; added language encouraging the establishment of radio communications within the Public Works Mutual Aid Agreement following its biennial review; and added language regarding the VT Alert Notification System within the Vulnerable Populations Communication Protocol following its annual review.
- b. Binary Blizzard Check-In
 - i. VEM is holding their Binary Blizzard Tabletop on October 16. The Towns of Brandon, Chittenden, and Pawlet had previously expressed interest in participating. After further discussion, the voting members of Castleton, Danby, and Mount Holly decided to join in on the exercise.
 - ii. Upcoming activities include an Inclement Weather Annex Workshop in April, an Alternate Communications Seminar in May, and an EOC Basics Training in June.
- c. Maggie: Out of Office notice
 - i. O'Brien announced that she will be out of the office from April 26 to May 19 to help a family member recover from surgery. She will continue to monitor her inbox for Local Emergency Management Plan (**LEMP**) submissions leading up to the May 1 deadline.

VIII. **Workshop Session: Climate Adaptation and Resilience**

O'Brien facilitated a workshop focused on climate resilience, starting with its significance to the [RRPC Regional Plan Update](#). She compared the concepts of resiliency and mitigation, explaining the role of the former within the emergency management cycle. She also presented some example characteristics of a resilient society. The Committee agreed upon the definition of climate change hazards, provided examples of hazard impacts, rated local capabilities to cope with these impacts, and brainstormed potential strategies to help build community resilience.

IX. Next Meeting – Wednesday, June 19, 2024 @ 5:30 PM

The Committee adjourned at 7:12 PM.

Respectfully submitted by Maggie O'Brien, Emergency Management Planner at the RRPC.

FINAL