

**Emergency Management and Homeland Security  
Meeting Notes  
Thursday, November 19, 2020  
7:00pm via WebEx**

**Present:** Steve Mylly, Sandra Brodeur, Kurt Hall, and April Lamothe; Recording Secretary  
**Also Present:** Lou Brodeur, Rick Ives, Aaron Soucy, William Skene, and John Ogozalek  
(7:28pm)

- 1) **Call to Order:** Due to lack of quorum, the meeting was not called to order.
- 2) **Approval of Previous Minutes:** Tabled until next meeting due to lack of quorum.
- 3) **Public Comment:** Rick Ives introduced William Skene as the new Emergency Management Director and asked for the members to brief him about the Commission by going through the agenda.
- 4) **Old Business:**
  - a) **ID Badges:** William Skene asked in what circumstances the ID badges would be used. Sandra Brodeur replied that the Commission had them in the past and it is helpful when working with the public. Rick Ives will reach out to Bucky Lohbusch to see if Parks and Recreation can make the badges.
  - b) **Security Window Film:** Sandra Brodeur stated that the security window film was for the school windows; it allows you to see out, but not in the building. Rick Ives commented that the security film is a part of the school's security plan. Sandra Brodeur said that the school was hoping for help with the cost of the film.

*Steve Mylly left the meeting due to technology issues.*
  - c) **Apparel:** William Skene asked if the apparel was just to be identified. Sandra Brodeur replied yes and that there are shirts that have been made for the Commission that are worn at the Brooklyn Fair when working the booth.
  - d) **First Net:** William Skene asked if First Net would be for the Fire Departments or the Commission. Sandra Brodeur replied that she was not sure; more information was needed to decide if it was necessary. Rick Ives said that he does not see the Commission as an emergency response team, but as a center of policy for emergency situations. Sandra Brodeur commented that if a shelter were to be opened, they would need CERTs to be trained. She also mentioned the Multijurisdictional Shelter, which Brooklyn is involved in. Rick Ives will send William Skene the paperwork.
  - e) **Local Emergency Operations Plan (LEOP):** Sandra Brodeur commented that this needs to be the focus of the Commission to get it updated and to have meetings with the various departments that are involved. Rick Ives commented that the school also has a LEOP and maybe the Commission can see if they can use portions of their LEOP.
- 5) **New Business:**
  - a) **Meeting schedule for 2021:** Tables until next meeting due to lack of quorum. The purposed meeting dates for 2021 are as follows:

January 21 <sup>st</sup>	May 20 <sup>th</sup>	September 16 <sup>th</sup>
February 18 <sup>th</sup>	June 17 <sup>th</sup>	October 21 <sup>st</sup>
March 18 <sup>th</sup>	July 15 <sup>th</sup>	November 18 <sup>th</sup>
April 15 <sup>th</sup>	August 19 <sup>th</sup>	December 16 <sup>th</sup>

**b) Membership:**

**i) New EMD Director appointment:** William Skene has been with East Brooklyn Fire Department and Mortlake Fire Department for over 30 years. He is also the deputy Fire Marshall for various local towns. He is the assistant Fire Marshall for the Town of Killingly, along with working with their EMD Randy Burchard.

Sandra Brodeur asked if he would be available to attend the various meetings that are held for EMD; William Skene replied yes. Rick Ives commented that he has notified Mike Caplet of Region 4.

**ii) TBD:** During the next Board of Selectmen meeting, Rick Ives will approve the memberships for Steve Mylly, John Ogozalek, Aaron Soucy, and Lou Brodeur.

**6) Adjournment:** The meeting disbanded at 7:32pm.

Respectfully Submitted,  
April Lamothe  
Recording Secretary