

**Emergency Management and Homeland Security
Meeting Minutes
Thursday, December 18, 2014
7:00pm Brooklyn Town Hall**

Present: Kevin Filchak, Lou Brodeur, Sandra Brodeur, and April Blymiller; Recording Secretary

Also Present: Vinny Mazzearella (AERS)

Absent: Thomas Rukstela and Barbara White

- 1) **Call to Order:** Kevin Filchak called the meeting to order at 7:00pm.
- 2) **Approval of Previous Minutes (October):** Lou Brodeur made a motion to table the item until next month, provided the minutes were ready. Sandra Brodeur seconded the motion. Motion passed 3-0.
- 3) **Public Comment:** None
- 4) **Director Update:** Kevin Filchak has been trying to coordinate with the Parent Teacher Organization (PTO) to bring the Financial Toolkit here, but he has not been able to get in touch with them. Lou Brodeur suggested that he contact Tiffany Rosen. The committee will try to set up a meeting with the PTO in late January or February.

The Town's Miranda of Agreement (MOA) has been submitted to the State. The EMPG is still being prepared for reimbursement of the 2013-2014 year and requesting the grant for 2014-2015.

Kevin Filchak has been talking with Rick Ives about making requests to Capital Expenditure for items (ex. cots, food, etc.). Kevin Filchak will collect price information and send it to the committee members to review before sending it to Capital Expenditure for next year's budget. Sandra Brodeur asked if there were any grants available to help purchase the items; there are no new grants at this time, but Kevin Filchak is going to check with Region 4 and the Red Cross for any suggestions of grants. When the region had extra money, they had purchased 90 cots for regional usage, but they are available in a first come, first serve manner. Kevin Filchak wants to purchase 20-30 cots for Brooklyn, to be kept at the different Town shelters. The committee would need to find places to store the cots; one suggestion was Station 290 in West Wauregan. Also he wants to purchase cans of food, to supplement the MREs that are left over from Irene or Sandy, and start stockpiling food.

Lou Brodeur left at 7:07pm because of a structure fire in Brooklyn.

Vinny Mazzearella brought up communication needs and mentioned that he had a quote for shelter go kits that the NDDH purchased that he would send to Kevin Filchak, but the numbers might need to be updated. Kevin Filchak wants to start with shelter supplies, and then work on purchasing communications items.

- 5) **Table Top (April 2015):** Kevin Filchak met with Garry Rugerio and they talked about what the Town wants to take away from the Table Top. Kevin Filchak is going to invite everyone from last year, but keeping more within Brooklyn. Also he wants to invite AERS, Killingly High School, Woodstock High School, Learning Clinic, QVCC, Brooklyn Fair Association, prison, Board of Selectmen, Pierce Baptist, Creamery Brook, NDDH, troopers, Red Cross, and fire departments.

The committee went over the Core Capabilities Checklist to see what objectives they would like to meet at the Table Top. Kevin Filchak feels that Planning, Public Information and Warning, Operational Coordination/Communications, and Mass Care Services are the core items that would be most helpful for the committee to learn more about. Sandra Brodeur suggested Community Resilience because it would give the committee a better outlook of educating the community in case of an emergency. It has to be narrowed down to four topics so that the scenarios can be planned. The Table Top will hopefully be planned for a Friday morning in early April at the Brooklyn Town Hall, expected to done around noon.

- 6) **BEMHS Website:** Kevin Filchak is still working on the website. Past agendas and minutes will soon be uploaded to the website. Sandra Brodeur will continue to send Kevin Filchak links that she finds that would be helpful; they will be online soon.
- 7) **Other Business:** None
- 8) **Adjourn:** Sandra Brodeur made a motion and seconded the motion to adjourn the meeting at 7:24pm. Motion passed. 2-0.

Respectfully Submitted;
April N. Blymiller
Recording Secretary