

**Emergency Management and Homeland Security
Meeting Minutes
Thursday, February 15, 2018
7:00pm Brooklyn Town Hall**

Present: Steve Mylly, Sandra Brodeur, Eli Iturrino, and April Lamothe; Recording Secretary
Also Present: Kurt Hall and Lou Brodeur

- 1) **Call to Order:** Steve Mylly called the meeting to order at 7:00pm.
- 2) **Approval of Previous Minutes:** Eli Iturrino made a motion to approve the January 18, 2018 minutes. Sandra Brodeur seconded the motion. No discussion. Motion passed.
- 3) **Welcome Guests:** Kurt Hall is a potential Commission member.
- 4) **Public Comment:** None.
- 5) **Old Business:**
 - a) **Homebound Registry:** Steve Mylly reported that the registry is gaining interest. He is getting a locked cabinet for the registry paperwork. Lou Brodeur suggested formatting a filing cabinet with a padlock locking capability; it might be cheaper.
 - b) **Board Seats:** Work in progress.
- 6) **New Business:** Eli Iturrino spoke about the Ham Radio Signal Training Exercise "HRSIGEX2018." He would need a tent, laminated maps, pamphlets, emergency kits, cots, MREs, and other items that would allow the community to learn about the Commission. Eli Iturrino attended the last meeting of the Eastern Connecticut Amateur Radio Association (ECARA) where the members agreed to volunteered to help with the exercise. The members would be at home and operate their Ham radios so that fairgoers at the Brooklyn Fair could make a call to them. During the exercise, radiograms would be practiced and later checked to see if transmitted correctly. After the exercise, an after-action review would take place to see what went well, could be changed, how many messages were received correctly, etc. Steve Mylly suggested changing the wording of Emergency Management Commission to Emergency Personal. Eli Iturrino would like to have a small flag to identify the Commission. Discussion ensued.

Sandra Brodeur asked if the radio equipment would be left overnight. Eli Iturrino said no; he would set up and break down everything on Saturday and Sunday, the tent would be left up. Sandra Brodeur suggested trying to get an outside opening booth in one of the buildings where you can lock the booth and leave the pamphlets/display set up. Eli Iturrino said that he wanted the tent for training purposes. Discussion ensued. It was decided to see if they could get in the building and still have a small tent to set up the cots/display.

Steve Mylly suggested getting candy to pass out and feeding the members manning the booth. Sandra Brodeur mentioned that she could bring her go kit and then have a handout of what should be in the kit. Steve Mylly mentioned having the forms for the registry and the CERT posters. Sandra Brodeur suggested that if this exercise goes well, could be done during the Fall Festival and place the ECARA members around the fairgrounds.

Sandra Brodeur made a motion to put the Ham Radio Signal Training Exercise "HRSIGEX2018 into action with a contingency of getting the exercise together by May, if not, the exercise is cancelled. Eli Iturrino seconded the motion. No discussion. Motion passed.

Sandra Brodeur asked what size of flag would be needed. Eli Iturrino said that it should be waterproof. Lou Brodeur suggested the size of a political sign. April Lamothe showed the Commission the logo that she created for the newsletter. Sandra Brodeur made a motion to use the logo for the BEMHS logo. Eli Iturrino seconded the motion. No discussion. Motion passed. If a flag is made, have Brooklyn, Connecticut written across the bottom.

Steve Mylly suggested to Eli Iturrino that in two weeks they met and talk about the exercise. Sandra Brodeur will email Steve Mylly the contact information of the Brooklyn Fair. Steve Mylly suggested advertising in the newsletter, ads in local papers, etc. to gain interest in the Commission. Sandra Brodeur mentioned that the booth would have to have something set up for Thursday and Friday, even if no one is there manning the booth.

a) Steve Mylly reported that the School Safety Plan is ready to sign. Its still the old plan, but with the updated signatures.

- 7) **Adjournment:** Sandra Brodeur made a motion to adjourn the meeting at 7:37pm. Eli Iturrino seconded the motion. No discussion. Motion passed.

Respectfully Submitted,
April Lamothe
Recording Secretary