

**Emergency Management and Homeland Security
Meeting Minutes
Thursday, January 17, 2019
7:00pm Brooklyn Town Hall**

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

- 1) **Call to Order:** Steve Mylly called the meeting to order at 7:00pm.
- 2) **Approval of Previous Minutes:** Kurt Hall made a motion to approve the December 20, 2018 minutes. Eli Iturrino seconded the motion. No discussion. Motion passed.
- 3) **Welcome Guests/New Members:** None
- 4) **Public Comment:** None
- 5) **Old Business:**
 - a) **Share 9-1-1 (Schools):** Steve Mylly told the Commission that the School spent \$3,900 on the system. He said that if the School had waited to purchase, a grant would have paid for it, but the grant can not pay for something that was already purchased. Steve Mylly is currently putting together another grant for BEMHS.
 - b) **BEMHS 2019 Focus:** Sandra Brodeur said that working on the LEOP should be the main focus. Steve Mylly said the other focus would be the Brooklyn Fair Exercise. Eli Iturrino asked about borrowing the same equipment as last year. Steve Mylly said that he will try to get it in July.
 - c) **BEMHS Budget:** Steve Mylly purposes to keep the budget the same as the 2018-2019 fiscal year budget. Discussion ensued. Sandra Brodeur made a motion to purpose that we copy the 2018-2019 approved budget and have that as the purposed budget to present to the First Selectman. Kurt Hall seconded the motion. No discussion. Motion passed. Steve Mylly will present the purposed budget to Rick Ives.
 - d) **LEOP Workshops:** Steve Mylly was able to obtain the LEOP in Word format. The updated LEOP needs to be in by February 17, 2019; Steve Mylly will update the cover letter and submit it. The LEOP will be worked on in future meetings.
 - e) **Teen CERT Program:** Steve Mylly said it is a work in progress.
 - f) **BEMHS Picture ID's:** Steve Mylly is still working on it.
 - Eli Iturrino met with Doug Gagnon about a new sign for BEMHS.
- 6) **New Business:**
 - a) Eli Iturrino asked the Commission about purchasing a pole kit which would enable the user to attach the HAM radio antenna to the pole in order to gain a stronger signal. Discussion ensued. Eli Iturrino will look for used pole kits.

Steve Mylly asked if Thomas Rukstela would be able to call from his truck to the EOC; Eli Iturrino responded no, unless he had a HAM radio. Sandra Brodeur thought that there should be handheld radios that could be used; Steve Mylly will check. Sandra Brodeur mentioned that if they want to talk to other departments the same type of radio should be used. She also mentioned that Mortlake might have extra radios that could be used. Steve Mylly mentioned that the HAM radio is worst case scenario; the handheld radios would be the main source of communication if cellphones are not working. Sandra Brodeur made a motion for Eli Iturrino to research antenna extender pole kit and

he can spend up to \$200 on it. Kurt Hall seconded the motion. No discussion. Motion passed.

- b) Steve Mylly mentioned the weekend weather and two issues that might arise: long term power failures and opening a warming center. Discussion ensued. Sandra Brodeur mentioned that Steve Mylly must notify 211 if he does open the shelter.

- 7) **Adjournment:** Kurt Hall made a motion to adjourn the meeting at 7:50pm. Sandra Brodeur seconded the motion. No discussion. Motion passed.

Respectfully Submitted,
April Lamothe
Recording Secretary

	ADOPTED 2018-19	PROPOSED 2019-20
Wages	\$ 1,200	\$ 1,200
Recording Secretary	\$ 600	\$ 600
Table Top Exercise	\$ 250	\$ 250
Professional Services	\$ -	
Servicing the Town's generator		
Publications & Public Info	\$ 750	\$ 750
Supplies	\$ 1,500	\$ 1,500
Shelter/Equipment Supplies	\$ 250	\$ 250
Electricity	\$ 600	\$ 600
Office		
Office Equipment	\$ 100	\$ 100
Professional Development	\$ 1,000	\$ 1,000
	<u>\$ 6,250</u>	<u>\$ 6,250</u>