

**Emergency Management and Homeland Security
Meeting Minutes
Thursday, September 17, 2015
8:00pm Brooklyn Town Hall**

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

- 1) **Call to Order:** Kevin Filchak called the meeting to order at 8:00pm.
- 2) **Approval of Previous Minutes:** Lou Brodeur made a motion to approve the August 20, 2015 minutes. Sandra Brodeur seconded the motion. No discussion. Motion passed.
- 3) **Public Comment:** None
- 4) **Director Update:** Kevin Filchak sent a letter on September 5th to the Board of Education and Dr. Berry inviting them to join the Committee for the EPPI Statewide Exercise and considering creating a committee/subcommittee for school safety and security. As of the meeting, he has had no response back. Kevin Filchak intends to go to the next Board of Education meeting to discuss the exercise directly with the Board.
- 5) **Brooklyn Fair:** The Mobile Communications Vehicle was operated all four days of the Fair and streamed live video to the ARES trailer. There were discussions during the Fair about trying to create a more robust system next year by buying portable cameras to have more viewpoints available for live streaming. The Committee discussed the increased camera system and that they would look into grants. It was a very calm weekend, especially due to having a cool weather weekend.

The only issue of the weekend was trying to figure out where to station the Mass Casualty Trailer and Mobile Communications Vehicle. The Committee could not attend the site walk this year, so there was no space pre-marked for the vehicles. Next year, the Committee will schedule a site walk right after the Pre-Fair meeting in June.
- 6) **2015-2016 EOC Upgrades:** Kevin Filchak has not received word back yet if there are any State contacts for computers. The Committee went over the different devices needed for the EOC and their costs, which is approximately \$508.00. Kevin Filchak rated the equipment based on priorities: desktop, Wi-Fi router, software (Microsoft Office), and then the printer. Thomas Rukstela will look to see if he has an extra computer at the Highway Department that he can donate to the Committee.
 - Lou Brodeur made a motion to authorize up to \$500.00 expenditure for computer equipment. Sandra Brodeur seconded the motion. No discussion. Motion passed.
- 7) **EPPI Statewide Exercise – October 2015:** The exercise will be about a weather event that affects the schools; this will be a good test of the schools' emergency plans. The fire departments and police are invited to attend. The Committee decided to participate in the exercise on Wednesday, October 21st, 8am to 2pm.
- 8) **Other Business:** The next meeting is on October 22nd at 8:00pm.
- 9) **Adjourn:** Lou Brodeur made motion to adjourn the meeting at 8:20pm. Sandra Brodeur seconded the motion. No discussion. Motion passed.