

Meeting Called to order: 7:05

Attendance: Anne Adams, Steph Caramiello, Gino Caramiello, Charlie Buchanan, Sue Lewandowski

Budget:

- Gift Account: (\$1,336.07) plus Hannaford checks from July 4th: \$329 (BBQ); \$322.09 (Kiosk) from 9/4/19 minutes.
- Regular Account: (\$1,598) less \$350 and \$290 for generator

Leadership report: December meeting did not have quorum. Anne has been appointed to the Hazard Mitigation Committee. The first meeting was held in December. January's meeting is for identifying hazards (group homes, schools, day care, stores; February is developing a plan.

Incident Responses:

- New Year's Eve fire. Dodi Ayer (New Braintree) Rehab officer was in attendance. NBEMA was called through IAR (I am Responding) Sue Lewandowski and Sarah Risotti directed traffic. Anne Adams orchestrated group. Doug Blood was in attendance. 25 Pizza's (\$220+/-)

Action Items:

- Safety Smart Gear (877-999-4847 -Rt. 20 Sturbridge) Update: See attachment for available clothing. NBEMA on the front; North Brookfield Emergency Management spelled out on the back. Screen printing.
- REMINDER: Online ethics test: <https://www.mass.gov/online-conflict-of-interest-law-training>:
- Action to remain on agenda until completed
 - Generators – not fully functioning
 - Inventory – Need to set up date
 - Training: CPR/1st AID – Steph Wachewski to be contacted; follow up needed
 - Training: Stop the Bleed: Patrick Waugh – follow up needed
 - First Responder Timeline: Ryan Daley - follow up needed
 - ***I Am Responding*** phone app (IAR) – who still needs to be set up?
 - Radio Checks

New Business: None

Old Business:

- Update on Church Security (Active Shooter) seminar at the First Congregational Church on 11/13. Sue gave a report. During an act of violence (e.g. robbery, hostage situation, workplace violence, active shooter):
 - AVOID. Pay attention to your surroundings. Have an exit plan. Move away from the source of the threat as quickly as possible.
 - DENY when getting away is difficult or maybe even impossible. Keep distance between you and the source. Create barriers to prevent or slow down a threat from getting to you. Turn the lights off. Remain out of sight and quiet by hiding behind large objects and silence your phone.
 - DEFEND because you have the right to protect yourself. If you cannot Avoid or Deny, be prepared to defend yourself. Be aggressive and committed to your actions. Do not fight fairly.
 - **Highlights:** In a church, not many places to hide. Always look for all exits and note items (such as books) than could be used to throw at intruder to alter his/her focus so that other could rush and attack.
- Restructuring for NBEMA: Possible candidates sent to BOS as requested. Waiting to hear from BOS.

Announcements:

Meeting Commencement: 8:00

Next Meeting: Tuesday, February 5th