

North Brookfield Emergency MINUTES for October 13, 2022

NBEMA@northbrookfield.net

Meeting held at the NBEMA at the bunker below the NBES – garage door by playground

Meeting Called to Order

Attendance:

<input type="checkbox"/> Director	<input checked="" type="checkbox"/> Anne Adams (Deputy Director)	<input checked="" type="checkbox"/> Suzanne Lewandowski (Secretary)
<input checked="" type="checkbox"/> Shaun Adams	<input checked="" type="checkbox"/> Charles Buchanan	<input checked="" type="checkbox"/> Gino Caramiello
<input checked="" type="checkbox"/> Gino Caramiello, Jr	<input type="checkbox"/> Andrew Crosby	<input type="checkbox"/> Robert Filipkowski
<input checked="" type="checkbox"/> Michael Hinkley	<input type="checkbox"/> Dave Holmes	<input type="checkbox"/> Brenda Lacaire
<input type="checkbox"/> John Magario	<input type="checkbox"/> Chris Marinin	<input type="checkbox"/> Nick Newman
<input checked="" type="checkbox"/> Sarah Risotti	<input checked="" type="checkbox"/> Larry Walter	<input checked="" type="checkbox"/> Alexia Caramiello
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Minutes:

Motion Made by: Gino 2nd Sue **Approved** ☐ **Amended** ☒

Regular Account: \$9,100.06

Gift Account: \$934.45

\$243.26 to deposit from Hannaford's July Kiosk

Incident Responses: No incident responses

Old Business:

- **NNO Update:** Sue provided an update on the event and the need to reformulate the parking and traffic flow for 2023. Sue to put back on agenda in the spring.
- **First Aid/CPR:** Sue, Sarah, Anne and Mikayla Adams attended the Aug 25th training by Shaun.
- **NBEMA IDs:** Brenda, Andrew, Michael still need. Holding off until a new director is in place as that name is on the IDs.
- **Application | CORI:** Sue noted the corrected and updated forms are on the town website. Ashley now has the CORI set up. Please complete applications and CORI and bring to next meeting. (Nov 10th)
- **New Radios** (8 needed) : Anne to speak with Chris to get radio status
- **Comprehensive EMA plan:** Anne to call Kevin Filchak (Local MEMA Coordinator, 413-750-1413)
- **NBEMA plates:** Gino Sr, Michael H and (soon to be member) Alexia C will need plates. Sue thinks plates are still at her home.
- **Apparel:** Apparel has been distributed and the box of extras (for new members or size changes) are at the bunker. The two invoices have been paid by Sue. One still needs to be reimbursed (\$243.26) and the invoices were given to Anne for signature and passed on to Town Accountant.
- **Records/Spreadsheets:** Will be left on agenda until complete.
- **Trainings:** Discussed was the need for Serve Safe, Sheltering, Search and Rescue, Stop the Bleed, CERT, Narcan, Trauma Informed care. Anne will create a sheltering binder so we have a guide should an emergency befall us before any training.
 - **CERT training** was scheduled for six Thursdays from 6-10pm in the Bunker. Nov 3, 10, 17, and Dec 1, 8, 15

New Business:

- **Retirement of Dave Messier** – Dave has turned in his apparel but said he would be available should an emergency happened and he has recovered from his knee issues.
- **New Leadership | Membership** – who are still members?
 - After no response from BOS and/or NBPD, Anne has written a letter to the BOS requesting that she be installed as Director of the NBEMA. FEMA, MEMA, and NBEMA were designed to be separate from other emergency service agencies. The next BOS meeting is 10/25. She should hear something some thereafter.
 - A motion was made that *should Anne not hear from the BOS by November 1, a letter of support by the full NBEMA would be sent to the Select Board prior to their 11/8 meeting so that it would be put on the Agenda for immediate action.* The motion was seconded and approved unanimously, but with Anne abstaining.

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- All agreed that it is important that the NBEMA have a liaison from the NBPD and NBFD, but not the director.

- Anne to reach out to members who have not attended any meetings in 2022. John M, David H, Chris M, and Nick N.

- **Hannaford Donation** from Kiosk \$243.26
- **Saturday morning NBEMA Breakfast Discussion:** Where do we want to go from here? Mission statement, standard operating guidelines, Tracking Hours in Excel to show what we do is important. Coming are Chuck, Gino Sr., Sarah, Anne, Sue, Anne. Michael is tentative. Lexi is not a member yet, but will come.
- **School Community Outreach** led by Tim McCormick. NBPD involved. Meets monthly at NBES and on Google Meets on the first Tuesday of the month. Sue explained that seniors must have internships and *Rising Seniors* may as well. We might have an opportunity for a Junior Cert team. At some point in 2003 there will be an assembly for all NB organizations and committees. Sue want this on NBEMA's radar. **Add Anne in listserve.**
- **Turkey Waddle Road Race** –Thanksgiving morning. While there are no details yet, Sue outlined what may happen. Anne mentioned the importance of the FOTH providing the routes well in advance. Sue to follow up.
- **Halloween and Bonfire:** Held at the Town Common from 6-8. NBEMA members encouraged to patrol as in past years.
- **Christmas Parade.** Sue will get the details from the decorating committee, but wanted to have it on our radar.
- Members strongly encouraged to Complete the IS tests listed below.

Announcements: Sue updated group on Hearts for Heat, how we work and to let me know if anyone becomes aware of a NB resident who is in need of fuel assistance.

Upcoming Meetings in 2022: 7:00 PM November 10th; December 8th

Meeting Adjournment: 8:15 **Motion Made by:** Sue **Seconded by:** Gino **Approved** ☒

Members, please take the ethics test if not already done so.

- **Ethics test** <https://www.mass.gov/online-conflict-of-interest-law-training>
- **ICS:**
 - **IS100** <https://training.fema.gov/is/courseoverview.aspx?code=IS-100.c> **2 hour test**
 - **IS300 In-Person class**
 - **IS700** <https://training.fema.gov/is/courseoverview.aspx?code=IS-700.b> **3 hour test**