

Meeting Called to order: 7:02

Attendance: Anne Adams, Doug Blood, Charles Buchanan, Seth Buzzell, Brenda Lecaire, Sue Lewandowski, Dave Messier, and Sarah Risotti. Guests: Dale Kiley, Jason Petraitis, John Tripp (Board of Selectmen)

Budget:

- Gift Account: (\$1,336.07) no change
- Regular Account: not available

Leadership report: The question was raised whether Doug Blood should remain as director since his work schedule that last two years has prevented him from attending all but two of the monthly meetings. Discussion highlighted Doug's vast skillset within the FEMA organizational structure and networking with other emergency services as well as how his absence affects the ability of the North Brookfield group to effectively function, access grants, and evolve. It was determined that Doug should remain as director until June when committees are reappointed. Leadership will be revisited at that time.

Incident Responses:

- February 26th – Senior Center open to public for warmth for those without power.

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** – Doug to get the portable generator back from the highway department and into the bunker. He will be starting it once a month to ensure it is in optimal condition.
 - **Inventory** – Anne to send out email to set up date
 - **Training: CPR/1st AID** – Anne to contact Steph Wachewski
 - **Training:** Anne to contact Patrick Waugh regarding *Stop the Bleed*
 - **First Responder Timeline:** Doug to contact Ryan Daley to set up date
 - **I Am Responding** phone app (IAR) – Anne to contact Darren: Doug, Charlie, and Brenda need to be set up
 - **Radio Checks:** Bring radios when inventory is scheduled
 - **ICS On-line Training:** <https://training.fema.gov/emiweb/is/icsresource/TrainingMaterials.htm>. Anne to inform members which courses are required.

New Business:

- Meeting date, was changed to the second Tuesday of every month by vote of the committee.

Old Business:

- Phone issues: Doug to follow up with the two lines
- Repeater: Doug to follow up with ensuring the repeater is working properly.

Announcements: None**Meeting Commencement:** 8:00**Next Meeting:** Tuesday, April 9th