

Meeting Called to order: 7:00pm

Attendance: Check those in attendance

<input checked="" type="checkbox"/> Sgt. Chris Donais Director	<input type="checkbox"/> Anne Adams (Deputy Director)	<input checked="" type="checkbox"/> (Suzanne Lewandowski) Secretary
<input checked="" type="checkbox"/> Charles Buchanan	<input type="checkbox"/> Seth Buzzell (Military)	<input type="checkbox"/> Gino Caramiello
<input type="checkbox"/> Gino Caramiello, Jr	<input type="checkbox"/> Stephanie Caramiello	<input type="checkbox"/> Robert Filipkowski
<input checked="" type="checkbox"/> Dave Holmes	<input type="checkbox"/> Brenda Lacaire	<input type="checkbox"/> Susan Lyons
<input checked="" type="checkbox"/> John Magario	<input checked="" type="checkbox"/> David Messier	<input checked="" type="checkbox"/> Sarah Risotti
<input type="checkbox"/> Larry Walter	<input type="checkbox"/>	<input type="checkbox"/>

Minutes:

11/12/19

Motion Made by: Sue L 2nd by: Sarah Approved: ☒

12/10/19

Motion Made by: Sue L 2nd by: Sarah Amended ☒ Add Dave Messier as attended

1/14/20 no quorum, no complete meeting

Budget:

Regular Account : Gift Account \$157.33

Welcome: Chris addressed the group with a welcome, his desire to learn from the groups, and NBEMA to have clearer collaboration with the police and fire departments. Dave Holmes is our newest member. Welcome Dave!

Process:

- Applications: a new form is being created for new and old members so everyone will have to complete one. The CORI check will be part of the application process.
- Written procedures:
 - The original NBEMA documents are very old and will need updating.
 - Town hazards need prioritizing.
 - Form new cohesiveness with NBFD. If a fire is two alarms or more, Chris will put out a call to respond through *I am Responding (IAR)*. It is important that no NBEMA member responds without authorization.
- Organization: Structure/Hierarchy: Sue handed out the FEMA hierarchy chart and it was discussed in generalities.
- Training Matrix (Certifications and re-certifications)
 - March will have Joe and Patrick come speak about fire scene safety and how we can help
 - April is targeted for 1st Aid and CPR is possible
 - Ethics: We all need to take/retake the ethics test <https://www.mass.gov/online-conflict-of-interest-law-training>
 - ICS: Anne will provide links to the necessary ICS online tests
 - Trainings to set up throughout the year: 1st Responder, CERT, Spill Response, MCI (mass casualty), tourniquets and Search and Rescue
- Fundraising will be necessary in the future.
- Recruiting (in the future) was discussed
 - Junior CERT
 - Scouts

Incident Responses: None

Announcements: Next meeting: March 10, 2020

Meeting Adjournment: 8:15