

North Brookfield Emergency Minutes for September 12, 2023

NBEMA@northbrookfield.net

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

Meeting Called to Order: 7:03

Attendance:

<input checked="" type="checkbox"/> Anne Adams (Director)	<input checked="" type="checkbox"/> Chris Marinin (Deputy Director)	<input checked="" type="checkbox"/> Suzanne Lewandowski (Secretary)
<input checked="" type="checkbox"/> Shaun Adams	<input type="checkbox"/> Charles Buchanan	<input checked="" type="checkbox"/> Gino Caramiello
<input type="checkbox"/> Gino Caramiello, Jr (Antartica)	<input checked="" type="checkbox"/> Andrew Crosby	<input type="checkbox"/> Robert Filipkowski
<input type="checkbox"/> Brenda Lacaire	<input checked="" type="checkbox"/> John Magario	<input checked="" type="checkbox"/> Michael Hinkley
<input type="checkbox"/> Nick Newman	<input checked="" type="checkbox"/> Lori Ryel	<input checked="" type="checkbox"/> Larry Walter
<input checked="" type="checkbox"/> Katie Griffin, guest	<input type="checkbox"/>	<input type="checkbox"/>

Minutes: from 6/8/23

Motion Made by: Shaun 2nd Chris **Approved** ☒ **Amended** ☐

Regular Account: \$17,200 plus \$5000 encumbered for generator **Gift Account:** \$837.72

- Update on encumbered generator funds: Should be completed by the end of September.
- New budget for 2023-2024: \$17, 200. \$500 quote for sign board repair and inspection. Waiting for BOS to approve.

Incident Responses: No incident reports.

New Business:

- Anne and Chris - officially sworn in as director and deputy director.
- New Grants opportunities: EMPG funding opens in October. Decided to go with the cheaper Family Radio Service (FRS) - private, two-way, short-distance voice/data communications service.
- **HALLOWEEN:** Katie Griffin came to ask NBEMA to help during *Trunk or Treat*, It is important that Anne and Chris make a clearly defined action plan with Chief Smith. Motion: Larry, Seconded: Chris, Approved.
- IAR – Sue needs to have IAR set up on new phone. Lori to be set up too – Shaun to follow up

Old Business:

- Lori Ryel's is officially part of the NBEMA team. She is also a MRC (Medical Reserve Corps) volunteer.
- Traffic Detail Final Update: Chief Smith/NBPD said no to NBEMA doing traffic details.
- Update Application|CORI: Anne to follow up with Ashley after receiving Lori's App and CORI.
- Update Future training: Director/Leadership to inform members of all upcoming trainings from which to choose.
 - Train the Trainer - Bob F is certified to train – No Update
 - Sheltering: MRC can do sheltering training
 - Spencer is having Red Cross training in January
 - Serve Safe – need at least one person to have any food activities. Katie Griffin to be our Ex-Officio person
- NBEMA IDs: Now that Anne is director, **everyone** will receive new cards
- EMPG Grant (2022): \$2500 was used to support the NBPD and EMS (Mass Casualty Bags)
- Comprehensive EMA plan: Anne has a meeting with Kevin Filchak on June 21st. Plan has been completed. Anne sent to MEMA who will send to FEMA. Plan will be returned to NBEMA for edits. Then to BOS for approval.

Stay on Agenda Until Complete:

- NBEMA plates: Will be left on agenda until complete. – Sue to call Chris
- Update: When there is more time, Chris will create a list of NBEMA tasks/opportunities so that members can choose how and where they want to participate during other town emergencies.
- Update MOUs: Follow-up with BOS and BOH as described in June minutes.
- New Vehicle: Anne/Joe Holway to go on state website to find suitable new vehicle.

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Announcements:

- **REMINDER:- INVENTORY by the end of August!**
- **Do the below tests!**
- **Upcoming Tuesday Meetings in 2023: 7:00 PM November 14th; December 12th**

Meeting Adjournment: 7:53pm Motion Made by: Sue Seconded by: Anne 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**
 - **IS200** <https://training.fema.gov/is/courseoverview.aspx?code=IS-200.c&lang=en>
 - **IS700** <https://training.fema.gov/is/courseoverview.aspx?code=IS-700.b> **3 hour test**

Storm Safe Community: <https://www.weather.gov/StormReady> **StormReady** important resource.