



## STATE EMERGENCY RESPONSE COMMISSION (SERC)

### DRAFT Regular Meeting Minutes

Wednesday, August 17, 2022

Location: Virtual / Vermont Emergency Management Offices, Waterbury

1. Call to Order – Patrick McLaughlin, vice chair, called the meeting to order at 10:05am.
2. Additions or Deletions to the Agenda: none.
3. Roll Call – included below; times show members who arrived later in the meeting.

Seat - Name	Present	Absent
Commissioner of Public Safety - Jennifer Morrison / <b><u>Patrick McLaughlin</u></b> <b>(Vice Chair)</b>	X	
Secretary of Natural Resources - Julie Moore / Tim Cropley		X
Secretary of Transportation - Joe Flynn / <b><u>Mike Touchette</u></b> / Craig Digiammarino / Andy Shively	X	
Commissioner of Health - Mark Levine / Dan Batsie		X
Secretary of Agriculture, Food, and Markets - Anson Tebbetts / <b><u>Annie MacMillan</u></b>	X	
Commissioner of Labor - Michael Harrington / <b><u>Dan Whipple</u></b> / Stephen Monahan	X	
Director of Fire Safety - Mike Desrochers / <b><u>Michael Skaza</u></b>	~1035	
Director of Emergency Management - Erica Bornemann / <b><u>Glenn Herrin</u></b> <b>(Secretary)</b>	X	
Local Government - <b><u>Carl Rogers</u></b>	~1030	
Local Emergency Planning Committee (LEPC) – (vacant)		
Regional Planning Committee – <b><u>Andrew L’Roe</u></b>	X	
Fire Service - <b><u>Christopher Dube</u></b>	X	
Law Enforcement - (vacant)		
Emergency Medical Service (EMS) - <b><u>Prescott Nadeau</u></b>	~1055	
Hospital - Kate Hammond		X
Transportation Entity reporting chemicals - (vacant)		
Entity reporting Extremely Hazardous Substances (EHS) - (vacant)		

Members of the public: Alec Jones, Ryan Hirt, Karen Way, Rhonda Camley, Christine Forde, Michael Egbert, Charles Colley, Scott Jobeless, Charles Leas

4. Training – Bombing Prevention.
  - a. Charles Leas, US Cybersecurity & Infrastructure Security Agency (CISA) Office for Bombing Prevention, gave a presentation on the Bomb-making Materials Awareness Program (BMAP).
  - b. Materials for this program are available online at <https://cisa.gov/bmap>. Micheal Egbert of CISA is the point of contact for further information or training on the subject, available via email at [bmap@cisa.dhs.gov](mailto:bmap@cisa.dhs.gov) or [michael.egbert@cisa.dhs.gov](mailto:michael.egbert@cisa.dhs.gov).
5. Discussion / Nominations for new Chair. Patrick McLaughlin, vice-chair, informed the commission that Kim Lapierre, the former chair, had retired and was no longer eligible to serve as the transportation entity representative or the commission chair. She was also on the Finance committee. Chief McLaughlin reviewed the chair's major duties and highlighted the administrative support the Department of Public Safety provides. No-one volunteered for the chair position and there were no nominations.
6. Approval of May 18, 2022 SERC Regular Meeting Minutes
  - a. During the agenda sequence around 1020 there were no comments on the minutes, but there was not a quorum to approve them.
  - b. Later in the meeting (see item 11) there was a quorum. Glenn Herrin moved and Andrew L'Roe seconded a **motion to approve the May 19, 2022 SERC Regular Meeting Minutes as presented**; the motion was unanimously approved.
7. Discussion: Tier II Dashboard – Patrick McLaughlin, Division of Fire Safety, presented the status of the new Tier II Dashboard. There had been some technical difficulties but those have been resolved and the dashboard is now in good shape. He expects to send out an email in mid-September announcing its availability through the Environmental Systems Research Institute (ESRI). Users will need to request ESRI accounts, which state officials will validate; after that individuals will have access to the dashboard including annual updates as long as they retain their positions.
8. Innovative Emergency Management (IEM) Materials Adoption – Scott Jobeless, IEM, was available for questions about the materials, primarily the State HAZMAT plan.
  - a. During the agenda sequence around 1030, there were no questions about the plan, but there was not a quorum to adopt it.
  - b. Later in the meeting (see item 11) there was a quorum. Mike Touchette moved and Dan Whipple seconded a **motion to adopt the Statewide Hazardous Materials Plan Annex as presented**; the motion was unanimously approved.
9. Team Reports
  - a. Tier II Submissions/Financial Report & HAZMAT Team Report (Chief Patrick McLaughlin, Division of Fire Safety). Chief McLaughlin reported on team membership (1 open position); training; response (87 calls to date, 29 responses, no calls missed); equipment (new fielding and requirements); and

HAZCHEM reports (2616 reports, 240 mailings, 88 new sites – new portal working well, as of the end of July \$870K collected with \$125K outstanding).

- b. Agency of Natural Resources (ANR) Spill Team Calls (Tim Cropley, Agency of Natural Resources). Tim is on vacation but provided a report. Chief McLaughlin highlighted two recent responses: asphalt emulsion in Springfield, some of which got into the river; and anhydrous ammonia in Middlebury, with reporting irregularities resulting in Environmental Protection Agency (EPA) actions.
- c. Fire Academy (Michael Skaza, Division of Fire Safety). Michael presented an update on instructors (5 new, 2 interviews, just over 90 total); HAZMAT courses and offerings; and a new lodging facility (24 bed dormitory). He also mentioned a FY22 Emergency Planning Grant (EPG) application that will cover support to the Local Emergency Planning Committee (LEPC) and HAZMAT trainings.

10. Finance Committee Report (Rhonda Camley).

- a. Rhonda had nothing significant to report; there had been requests to ensure financial reports had been submitted, which they were.
- b. Rhonda pointed out that the Finance Committee no longer had a member as the chair, but also suggested that it might not be needed any more. The committee exists to support grants for subordinate Local Emergency Planning Committees (LEPCs), and with the consolidation into a statewide LEPC that should no longer be necessary. Vermont Emergency Management (VEM) will review any documents, such as the bylaws, that may require updating and a discussion of the committee will be on the November meeting agenda.

11. Quorum Actions. By 1055 enough members were present to achieve a quorum and Patrick McLaughlin, vice-chair, revisited the items requiring formal approval (details listed above).

- a. The commission reviewed the minutes of the May meeting and approved them.
- b. The commission had no questions on the State HAZMAT plan from IEM and adopted it.
- c. Chief McLaughlin briefly reviewed other discussion items such as the chair vacancy, the expected Tier II Dashboard release, and the possible dissolution of the Finance Committee.

12. Public Comments – none.

13. Adjourn – Glenn Herrin moved and Mike Touchette seconded a motion to adjourn. With no discussion, the motion was adopted unanimously, adjourning the meeting at 1107.

Next Regular Meeting: Wednesday, November 16, 2022 at 10:00am.

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