



# State Emergency Response Commission (SERC)

## FINAL Meeting Minutes

Wednesday, August 19, 2020

Location: Virtual

1. Call to Order - Chair, Kim Lapierre
2. Additions or Deletions to the Agenda – None.
3. Roll Call – conducted by the Secretary (designee) and included below.

Name & Seat	Present	Absent
Kim Lapierre, Chair - HazMat Transportation Seat	X	
Todd Sears, Vice Chair – Agency of Transportation Seat	X	
Erica Bornemann, Secretary – Vermont Emergency Management Seat	X	
Bruce Martin – Department of Public Safety Seat	X	
Dan Batsie – Department of Health Seat	X	
Anne Macmillan – Agency of Agriculture, Food, & Markets Seat	X	
Tim Cropley – Agency of Natural Resources Seat	X	
Stephen Monahan – Department of Labor Seat	X	
Erik Rosenbauer – Local Emergency Planning Commission Seat	X	
Prescott Nadeau – EMS Seat	X	
Carl Rogers – Municipal Seat	X	
Christopher Dube – Fire Service Seat	X	
Victoria (Tory) Littlefield – Regional Planning Commission Seat	X	
Matthew LaRock – EHS Facility Seat		X
Kate Hammond – Hospitals Seat	X	
Vacant – Law Enforcement Seat	N/A	N/A

4. **Public Comments – (Chair, Kim Lapierre)** No comments.

5. **Approval of June 10, 2020 SERC Meeting Minutes** – Carl Rogers motioned to approve the minutes without correction. The motion was seconded. The motion was adopted unanimously.

6. **State’s Homeland Critical Infrastructure Program – (Matthew Pritchard)** The Vermont Infrastructure Protection and Resilience Plan (VIPR) was established in 2016, and provides a framework for strengthened resilience based on national and state level guidance. HSU is working with a partner firm to survey and identify critical infrastructure within the State, including a GIS-layered map of all assets. Matthew can be contacted by phone at 802-798-2775 or email [matthew.pritchard@vermont.gov](mailto:matthew.pritchard@vermont.gov)

7. Team Reports



**a. Tier II Submissions/Financial Report & HAZMAT Team Report – (Division of Fire Safety):**

Bruce Martin - Todd Cosgrove is retiring 9/26 and we currently don't have a replacement yet. We had training this month in Milton and did a series of unknown identifications using some of the technology we have. We also did an LP gas response training in Hyde Park. We've had 93 incidents so far this year, including 22 with part or full team responses.

**b. ANR Spill Team Calls – (Tim Cropley):** 128 spills in the last 2 months. The largest was a liquid manure spill. We're working on a way to ensure that we know where water supplies are as compared to facilities that report Tier II hazardous chemicals, that qualify under the American Water Infrastructure Act. I'll be working with our water supply people. Pretty much everything is GIS mapped so I'll be working on this; if a spill is reported to us we'll be able to report any risk. We'll be utilizing CAMEO Tier II data for this project.

**8. Committee Reports**

**a. Finance Committee Report**

**i. Report on LEPC financials (Rhonda Camley)** We're only lacking a few reports, from LEPC 3 and 10. LEPC 1 may have submitted a report but I don't have it; it may have gotten mixed in with a reimbursement request. Please submit your progress report and Treasurer report as separate documents so we can keep track of them. To date, we have paid out \$39,231.49 and have a balance of \$47,768.51 remaining. We have not received any requests for extensions beyond December. SERC '21 ANPs have all been received back and are awaiting signature. Those should go out by the end of this month or early September.

**ii. Final Report out on 2021 Grant Applications (Kim Lapierre)** Motion by Carl Rogers to approve slate of recommendations from finance committee. The motion was seconded. The motion was adopted unanimously.

Received from Mike Leyden from Porter Medical Center – they are seeking funds to replace decon tent as this is an essential part of their first responder decon program. We can either make a request to fund this replacement, or request through LEPC 8.

Director Bornemann – they would need to work through the LEPC to apply for that funding. Otherwise, it could be a grant application that could be considered as a recommendation from the SERC and contemplated from the Commissioner's level. Probably, we could take a balance forward amount, but until the LEPCs are consolidated into one they have to work through the LEPC.

Rhonda Camley recommended a supplemental application to be put in specifically asking for funding for this, in whatever way the LEPC would like to do it.

**b. LEPC / SERC Liaison Committee Report (Tori Littlefield)**

**i. Re-Alignment of LEPCs Discussion – Timeline** we had a meeting last week to talk about next steps so we can continue to implement combining all the LEPCs into one by 7/1/21. Josh and/or Erica will reach out to DFS Commissioner to talk about adding the employee/position to work under Todd's replacement to be the LEPC staff person. This



will involve doing the Tier II reports, holding LEPC meetings, working with the regional bodies. We're going to meet again in September to start developing a task list for this person – a scope of work – and to start looking at some bylaws for the statewide LEPC. There's the possibility that it won't be implemented 7/1/21 because of COVID but we're going to start working on the finer details to get ready to implement as soon as we can.

**ii. Status Update of HMEP Contractor – (Josh Cox) – Writing** down the deliverables and timelines is well underway; the due dates there will start to feed in once we have a contract execution date. The first deliverable – the gap needs assessment – has a due date of 10/31 and I've added in the caveat "or within 60 days of execution of contract." The next deliverables were to draft revise the LEPC plan and associated annexes with a date of 6/30/21 and add a hazmat annex to the state emergency management plan with a due date of 8/31/21. The next step will be that we need to validate those plans with tabletop exercises. We will then conduct after action reviews and integrate those into the plan.

**c. Report on training activity of the Vermont Fire Academy (Peter Lynch):** We had to make a lot of changes in March – we went virtual with a lot of our learning in April and May. In June, we came back to the classroom and practical activities. In June, July and the beginning of August we wrapped up our Firefighter 1 program. We've had to push back our start a bit for this fiscal year; all of our programs will start on October 1<sup>st</sup> instead of September 1<sup>st</sup> this year. We feel confident we can finish in a reasonable time. Some of the locations are tentative, but there are quite a few locations that are new to us or haven't participated in quite some time. We have pushed our recertification date to the last day of June (instead of the last day of December).

Todd Sears moved to adjourn the meeting. The motion was seconded. The motion was adopted unanimously.

The meeting adjourned.

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