



# State Emergency Response Commission (SERC)

## FINAL Meeting Minutes

Wednesday, November 18, 2020

Location: Virtual

1. Call to Order - Chair, Kim Lapierre
2. Additions or Deletions to the Agenda – None.
3. Roll Call – 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 August 19, 2020 SERC Meeting Minutes** –The minutes were approved unanimously.
6. **Update on LEPC HMEP Grant Contractor Progress - (Scott Jobeless)** presentation attached to meeting invite was reviewed. Updates to the draft LEPC study and gap analysis can be submitted to Josh Cox by 12/4.
7. Team Reports
  - a. **Tier II Submissions/Financial Report & HAZMAT Team Report – (Division of Fire Safety):** We are down a couple of members due to attrition; for example, one of our members in St. Albans is also the Town Manager and needs to respond to COVID-19 as a main responsibility. With an impending retirement in January, we will have three vacancies on the team. We have pushed an



emergency hiring request through in attempt to remedy this. We also have some impending promotions that will take place after the new year. For training, we got some enclosed space training from members who work at the Burlington International Airport. We have moved from our Milton station to a State- owned building in Colchester. On Sunday we did recertification for the teams' CPR First Aid teams. We also had a nuclear training refresher and did a check of our detection equipment. We received a grant from Homeland Security to purchase backpack RAD equipment. We're up to 114 incidents this year, 27 were responses on site. We're in the process of purchasing new equipment, including SCBA bottles which were purchased recently.

**b. ANR Spill Team Calls – (Tim Copley):** From 8/1-10/31, we've had 146 reports. They include small volume (less than a gallon) up to large spills. None were particularly exceptional. We continue to work from home while our enforcement folks are somewhat boots on the ground.

#### 8. Committee Reports

**a. Finance Committee Report:** Caleb Geffken: all awards have been closed. As we move onto SERC '20, the amount we've paid is \$44. A few reports are being approved right now. As for LEPC 8, they are requesting a decon tent for \$13,186.07 so that's going to have to be decided here.

**i. Report on LEPC financials (Rhonda Camley)** Please get in your progress and Treasurer reports as soon as possible. We need the boards' approval to forward an agreement or disapproval for the decon tent. McLaughlin corroborated that the tent is severely degraded and in need of replacement. Hammond: The funding normally used for hospitals is being directed to coalition type activities. *Discussion regarding whether or not this will be a trend in requests, as funds are scarcer. Consensus is that it is likely, so after this request, more guidelines will need to be developed.*

Todd Sears made motion to approve reclassification of funding. Carl Rogers seconded the motion. The motion was adopted unanimously.

**b. LEPC / SERC Liaison Committee Report (Tori Littlefield):** We've had a bunch of meetings since the last SERC meeting. We're trying to develop a first draft of a Charter document, bylaws, and a job description. Glenn Herrin typed up the first drafts of everything. The committee has done a run-through of the drafts so now we feel that we can briefly present them.

**i. First Draft - Statewide LEPC Bylaws (Glenn Herrin)** This is for the LEPC to maintain and modify, with SERC's approval.

**ii. First Draft - LEPC Charter (Glenn Herrin)** This establishes the statewide LEPC. It also gives a few primary points of guidance respective of organization (i.e. having a chair, possibly a treasurer) and who the members should be (voting vs. non-voting).



**First Draft LEPC Job Specification – (Glenn Herrin)** This is set up as a state employee hiring document. This talks about the kind of work that they do, which is mainly to support the LEPC, and receive the Tier II reports.

**c. Report on training activity of the Vermont Fire Academy (Peter Lynch):** not present

Tori Littlefield moved to adjourn the meeting. The motion was seconded. The motion was adopted unanimously.

**The meeting adjourned.**

Interested persons present:

Joseph Aldsworth

Andrew L'Roe

Beth Burgess

Rhonda Camley

Josh Cox

Christine Forde

Allison Strohl

Charles Colley

Tyler Diercks

Caleb Geffken

Grace Vinson

Glenn Herrin

Krista Houk

Scott Jobeless

Jonathan DeLaBruere

Laney Knapp

Wayne Lalicon

Gary Lipson

Peter Lynch

Meghan Rodier

Drew Meyer

John Terrel

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