



# 2023 Local Emergency Management Plan

## Things to consider when updating your Local Emergency Management Plan (LEMP):

Adoption Form: The adoption form has not changed from the 2022 version. Remember, your three points of contact (POCs) may be contacted during an emergency to determine local status and support requirements. The first POC **must** be the Emergency Management Director (EMD); the other two should have authoritative local information, so pick wisely.

Section 1: Emergency Management Planners: Think about including more people in the plan update process - potential EOC staff, public works, emergency response, and/or shelter managers. If you involved certain people last year, try to have them participate again this year.

Section 2: Municipal Emergency Operations Center (EOC): Any change in potential staff? Change in primary or alternate location? Did you get any new equipment?

Section 3: Resources: Do your emergency spending limits still make sense? Any changes to who is authorized as a purchasing agent for emergencies? Is this consistent with your municipal Purchasing Policy? Any new businesses with standing municipal contracts or other local resources to add? Any additions or deletions to your equipment inventory?

**Reminder:** Your National Incident Management System (NIMS) Typed Resources should be expressed in *quantities* (numbers), not text. If you need to specify the location where you can find or access certain resources, make note of this in the "Other Local Resources" section.

Section 4: Public Information and Warning: Any changes to your methods for disseminating public information and warnings? Any new local websites or social media channels?

Section 5: Vulnerable Populations: **2023 Contacts for Regional Social Service Agencies** – see below. Note: we have removed some names from this list to avoid gaps left by departing personnel.

- Bayada Home Health: 802-775-7272
- Bayada Home Care: 802-774-5111
- Bayada Hospice (24-hour): 802-282-4122
- Citizen Assistance Registration for Emergencies (CARE): 800-347-0488
- Rutland Mental Health / Emergency Services:
  - 24-hour landline: 802-775-1000
  - Mobile: 802-779-4383
- Southwest Vermont Council on Aging (SVCOA):
  - Helpline (8-4 M-F): 1-800-642-5119
  - Courtney Anderson, Director of Nutrition, Wellness and Community Services:
    - 8-4 M-F line: 802-772-7828
    - Mobile: 802-734-0484
- United Way of Rutland County: 802-773-7477
  - Ashley Bride, Executive Director: 802-353-0175

- Visiting Nurse Association (VNA) & Hospice:
  - Nicole Moran (24-hour mobile): 802-353-1052
  - Mike Delehanty (24-hour mobile): 802-683-9041
- Vermont Center for Independent Living (VCIL): 802-779-9021

Include your local registered childcare facilities, schools, senior housing/centers, and other local organizations/facilities that serve vulnerable populations in your municipality.

#### Section 6: Shelters:

Any changes to your primary or alternate local shelter? If you provide overnight sheltering, has your local shelter been inspected by the Fire Marshall? If so, include the inspection date in the Notes section of your local shelter information.

**The Regional Shelter Contact Number** for the American Red Cross is still current, as are the numbers for Glenn Scott, the Regional Shelter Manager.

Annexes: All plans should list the Vulnerable Populations Communication Protocol. Members of the Public Works Mutual Aid Agreement should list it in this section. Any other annexes (e.g., communications plan, debris management plan, incident specific action plan, continuity of operations plan, evacuation plan)?

Contact Information: Any changes in other personnel and/or contact information?

### **\*\*NEW LEMP Submission Method!\*\***

As of 2023, municipalities have the OPTION to submit their plan through WebEOC, the State's Disaster Management Software. If a Town is interested, an individual must [request a WebEOC account](#) and watch the [LEMP Update in WebEOC training video](#). The most current LEMP can be imported into WebEOC by requesting assistance from our [Vermont Emergency Management \(VEM\) Regional Coordinator](#) (Taiga Christie). **This is NOT a requirement;** you are still welcome to email the LEMP to me for review & submission to VEM.

## **2023 LEMPs are due by May 1.**

Have questions or need help? Contact Maggie O'Brien – [maggie@rutlandrpc.org](mailto:maggie@rutlandrpc.org)

Or attend one of our LEMP Workshops:

Thursday, March 16 @ 5:30 – 6:30 PM

**RRPC Large Conference Room**

**Or join on your computer or phone:**

[Click here to join the meeting](#)

**Or call in (audio only)**

1-802-440-1368

Phone Conference ID: 849 602 530#

Tuesday, April 11 @ 9:00 – 10:00 AM

**RRPC Large Conference Room**

**Or join on your computer or phone:**

[Click here to join the meeting](#)

**Or call in (audio only)**

1-802-440-1368

Phone Conference ID: 644 765 593#

*Cooperative Planning in the Region.*