VERSION 1.2

JULY 6, 2023

REGIONAL PLAN

RUTLAND REGIONAL EMERGENCY MANAGEMENT COMMITTEE

CONTENTS

MISSION AND GOALS

The mission of the Rutland Regional Emergency Management Committee (REMC) is to improve the region's ability to prepare for, respond to, and recover from all disasters. Our goals to support this mission include:

- Develop a robust process for regional coordination during a disaster
- Promote use of existing mutual aid agreements for emergency response

PURPOSE

The purpose of this Plan is to 1) provide contact information for the REMC membership; 2) describe the process for regional coordination when local capacity to respond to a disaster is exceeded; and 3) identify regionally available resources to support local response efforts.

MEMBERSHIP

The Rutland REMC is a public body comprised of Voting and Non-Voting members. Two (2) Voting Members are appointed from each municipality – one emergency *management* representative (e.g., Emergency Management Director) and one emergency *services* representative (e.g., fire, police, EMS). See **Appendix A** for Voting Members by municipality.

Non-Voting members include representatives from the following organizations serving within the region: fire departments, emergency medical services, law enforcement, media, transportation, regional planning commissions, hospitals, the Department of Health's district office, the Division of Emergency Management, organizations serving vulnerable populations, and any other interested public or private individual or organization. See **Appendix B** for Non-Voting Members by sector.

The REMC is governed by an elected Chair and Vice Chair from the Voting Members. The Chair shall develop a meeting schedule, agenda, and facilitate each meeting. The Vice Chair shall fill in for the Chair during the Chair's absence. The REMC elects representatives from its membership to serve on the Statewide Local Emergency Planning Committee (LEPC), the Threat and Hazard Identification and Risk Assessment/Stakeholder Preparedness Review (THIRA/SPR), and the Integrated Preparedness Plan Workshop (IPPW).

LEADERSHIP ROLES

Role	Name, Organization
Chair (Interim)	Michael Ramsey, Town of Proctor
Vice Chair (Interim)	Jan Sotirakis, Town of Chittenden
Administrative Support	Maggie O'Brien, Rutland Regional Planning Commission
Statewide LEPC Representative	Robert Morlino, Town of Pawlet Emergency Management Director
THIRA/SPR Representative	Michael Ramsey, Town of Proctor Emergency Management Director
IPPW Representative	Tom Johnston, Town of Danby Emergency Management Director

REGIONAL COORDINATION DURING A DISASTER

The Local Liaison Program defines the regional process for emergency *management* coordination during a disaster. Regional Planning Commission staff, serving as Local Liaisons, during a disaster to assist Vermont Emergency Management (VEM) in performing certain emergency management functions. Specifically, the Local Liaisons conduct outreach to municipal points of contact (listed in Local Emergency Management Plans) to collect damage information. This information is submitted to VEM, VTrans District Program Managers, and the Agency of Natural Resources (ANR) Regional River Management Engineer to help determine the extent of local damages and prioritize regional response from VTrans and the ANR River Management Program.

Mutual aid programs define the regional process for emergency *services* coordination during a disaster in the Rutland Region. Local leaders recognize that our communities are vulnerable to a variety of potential, natural and man-made disasters and that owning and maintaining all the resources needed to respond to extreme, unexpected, and high-demand incidents is cost-prohibitive for most. Mutual aid agreements can provide economic and logistical efficiencies to support any gaps in local resources and capabilities.

Parties to these agreements recognize the benefits of mutual aid in protecting the public, health, safety, and welfare and fostering a sense of goodwill and community within the region. The agreements and related guidelines are essential to ensuring a consistent, coordinated, and timely response in providing mutual aid.

MUTUAL AID PROGRAMS

FIRE SERVICES

Rutland County Fire Mutual Aid: All 27 local fire departments in the Rutland Region are members of the Rutland County Fire Mutual Aid Association. This mutual aid association was established in 1981, under the authority in the Public Acts of 1967, 20 VSA § 2981-2992. The purpose of the association is to provide more effective fire protection and prevention in Rutland County through formalized cooperation among the member fire departments. The association maintains an inventory of all apparatus for each of the member departments. There is no mutual aid call plan for fire services. Incident Commanders contact their dispatcher to request aid under the agreement and they direct dispatch regarding which departments and resources to call out. In addition, the Program Coordinator can be requested to help coordinate mutual aid responders and resources.

Washington County, NY Fire Mutual Aid: Six (6) local fire departments in the west/southwest part of the Rutland Region are members of the Washington County, NY Fire Mutual Aid Program. These include - Fair Haven, Middletown Springs, Pawlet, West Pawlet, Poultney, and Wells. The Washington County, NY Department of Public Safety (WCDPS) maintains the mutual aid call plan for each of the member fire departments. The mutual aid call plan includes an inventory of all apparatus and a systematic numbering system for all units. Mutual aid is seamless between the Vermont and New York municipalities and coordinated by WCDPS.

There may be other informal mutual aid arrangements in the region, but they are not addressed in this Plan.

EMERGENCY MEDICAL SERVICES (EMS)

Vermont District #10 Mass Casualty Incident (MCI) Management Plan: The Vermont EMS system is organized into 13 EMS Districts that are based generally on hospital catchment areas. Rutland County is EMS District #10 within the Rutland Regional Medical Center catchment area.

The Vermont District #10 MCI Management Plan outlines the coordinated EMS response to a mass casualty incident in the Rutland Region for personnel and resources from 13 EMS agencies spanning over four (4) Vermont counties and four (4) EMS agencies from Washington County, NY.

The purpose of the plan is to allocate adequate resources for a mass casualty incident, while meeting the anticipated needs of the community. The MCI Management Plan includes an EMS Agency Resource List that breaks down by agency the highest level of EMS certification (paramedic/AEMT), number of ambulances and dispatch contact numbers, including helicopter/air transport. The plan is initiated by the first EMS unit on scene that will establish EMS Control (EMS Branch Director) by requesting dispatch to activate the District #10 MCI plan.

The geographic call plan for dispatching EMS units to an MCI is maintained and reviewed by the District #10 Chair and given to the Vermont State Police Public Safety Answering Point in Westminster, VT (VSP Westminster PSAP) and 911 communications center in Washington County, NY.

There may be other informal mutual aid arrangements in the region, but they are not addressed in this Plan.

LAW ENFORCEMENT

Unlike other emergency response sectors, regional coordination of law enforcement services is not reliant on formal, written mutual aid agreements. Rather a high degree of coordination to provide police coverage throughout the Rutland Region occurs seamlessly as standard practice between the Vermont State Police, Rutland County Sheriff's Department, local police departments, and certified constables.

Primary law enforcement services are provided by local police departments in seven (7) municipalities. Vermont State Police provide primary law enforcement services for the 20 municipalities without local police departments. Twelve (12) of these municipalities also contract with the Rutland County Sheriff's Department for limited police coverage. Since the Sheriff's Department does not provide 24/7 coverage in any of the contracted towns, there are times when they are not on patrol or available to respond in the event of an emergency. In these instances, Vermont State Police provides coverage. Vermont State Police will also assist local police departments, when requested.

The call plan for dispatching police services is maintained by the VSP Westminster PSAP.
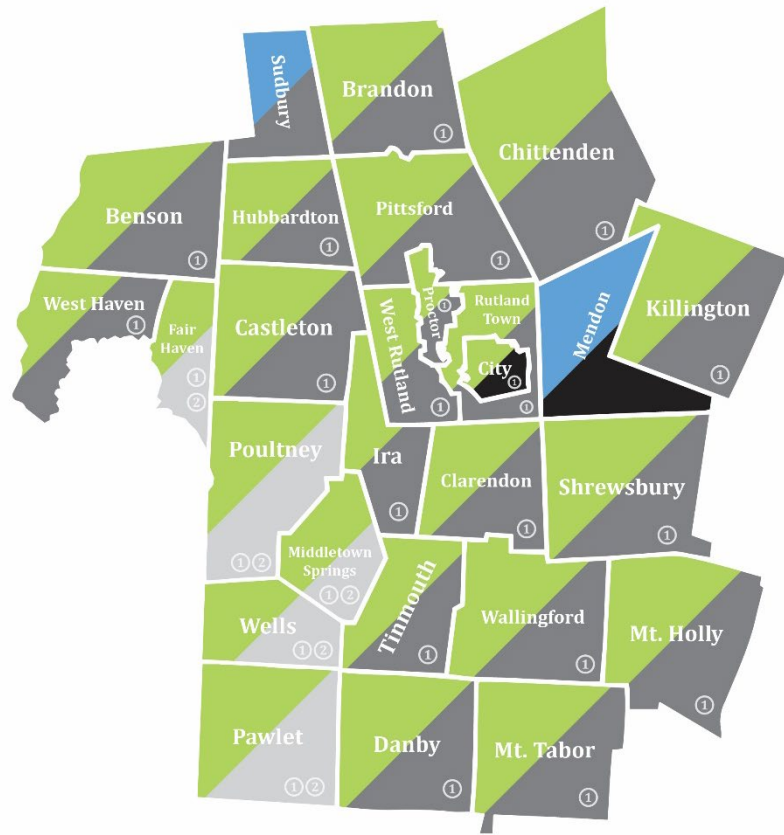
PUBLIC WORKS

Rutland Region Public Works Mutual Aid Agreement: The regional public works mutual aid program is formalized in the Rutland Region Public Works Mutual Aid Agreement. The Agreement provides a means for public works related entities that are controlled by municipalities in the Rutland Region, that need mutual aid assistance, to be able to request and receive such aid and assistance in a timely manner from the participating members including but not limited to personnel, equipment, materials, and any other services that may be reasonably necessary to respond to an emergency. The Agreement includes an aid request form, list of designated aiding and requesting officials, and inventory of public works equipment by municipality. The Agreement was created by the Rutland Regional Planning Commission pursuant to 24 V.S.A. § 4345b(a) and (b) in 2020 and is adopted annually by municipalities in the Rutland Region.

There may be other informal mutual aid arrangements in the region, but they are not addressed in this Plan.

LOCAL EMERGENCY SERVICE PROVIDERS

FIRE SERVICES

There are 27 local fire departments in the Rutland Region. Every municipality is supported by its own department, except for Mendon who contracts with Rutland City and Sudbury who contracts with Whiting for fire services. The Danby-Mount Tabor Volunteer Fire Department serves both Danby and Mount Tabor. In Pawlet and Wallingford, there are two local fire departments – Pawlet and West Pawlet Volunteer Fire Departments and Wallingford and East Wallingford Volunteer Fire Departments. All local departments are staffed by volunteer firefighters, except for Rutland City.

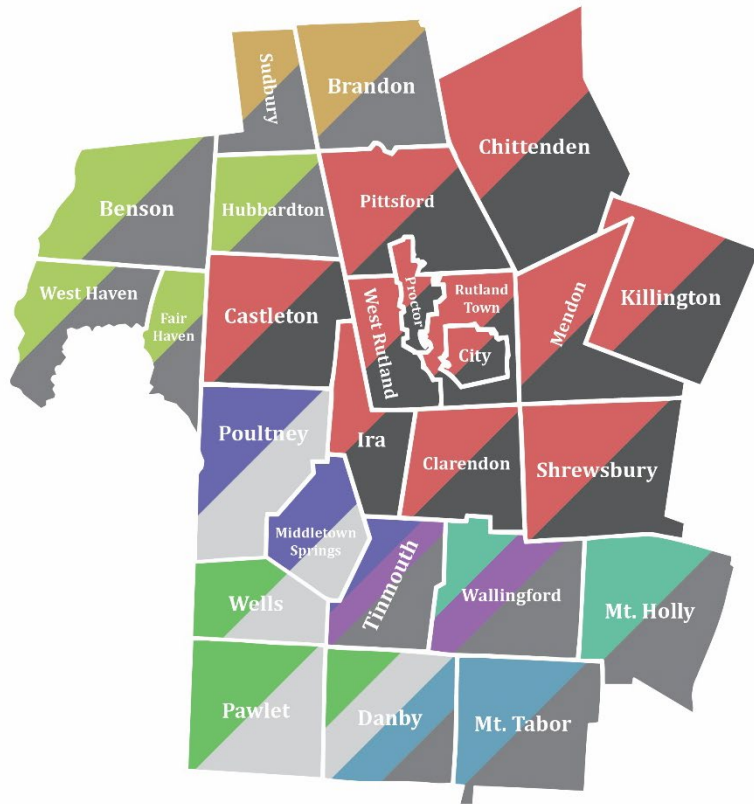80% of local fire departments are dispatched through the VSP Westminster PSAP.

Six (6) departments in the west/southwest part of the region contract with the Washington County, NY Department of Public Safety for dispatching services. These include Fair Haven, Middletown Springs, Pawlet, West Pawlet, Poultney, and Wells. 911 calls from the Vermont communities are initially taken by the VSP Westminster PSAP and then transferred to the 911 communications center in Washington County, NY for dispatching. Rutland City Fire is dispatched through the Rutland City Police Department.

Fire Service Provider	Dispatch Provider	Fire Mutual Aid Association
▮ Local Fire Departments	▮ Rutland City Police Dept.	① Rutland County
▮ Contracted Provider	▮ VSP Westminster PSAP	② Washington County
	▮ Washington County, NY	

EMERGENCY MEDICAL SERVICES (EMS)

There are several EMS and First Response service providers in the Rutland Region. The largest is the Regional Ambulance Service, Inc. serving 12 communities – Castleton, Chittenden, Clarendon, Ira, Killington, Mendon, Pittsford, Proctor, Rutland City, Rutland Town, Shrewsbury, and West Rutland. Regional Ambulance is an emergency and non-emergency ambulance service based in Rutland City that provides both basic life support and advanced life support transport. With seven (7) ambulances and over 50 state and nationally certified personnel, Regional Ambulance provides its own dispatch services.

There are five (5) other smaller volunteer Rutland County-based rescue ambulance squads: **Brandon Area Rescue Squad** covers Brandon, Forestdale (an unincorporated village in Brandon), and Sudbury in Rutland County as well as Goshen and Leicester in Addison County. **Fair Haven Rescue Squad** covers Fair Haven, Benson, Hubbardton, and West Haven. **Mount Holly Rescue Squad** covers Mount Holly, Belmont (an unincorporated village in Mount Holly), and East Wallingford. **Poultney Rescue Squad** covers Poultney, Tinmouth, and Middletown Springs. **Wallingford Rescue** covers Wallingford and Tinmouth. Brandon Area, Fair Haven, Mount Holly, and Wallingford Rescue Squads are dispatched through the VSP Westminster PSAP. Poultney Rescue Squad is dispatched through the 911 communications center in Washington County, NY.

In addition, **Granville Rescue Squad** provides emergency medical care and transport in Granville and Hebron in NY and surrounding communities in Vermont – Wells, Pawlet, Danby, and Rupert (in Bennington County). Granville Rescue Squad is dispatched through Washington County, NY. **Northshire Rescue Squad**, based in Bennington County, also covers Danby and Mount Tabor on the north side of their service area. Northshire Rescue Squad is dispatched through the VSP Westminster PSAP.

Several municipalities also have their own local volunteer first response squads to augment services provided by other ambulance agencies – Benson, Castleton, Chittenden, Ira, Killington, and Pittsford. These first response squads are dispatched through the VSP Westminster PSAP.
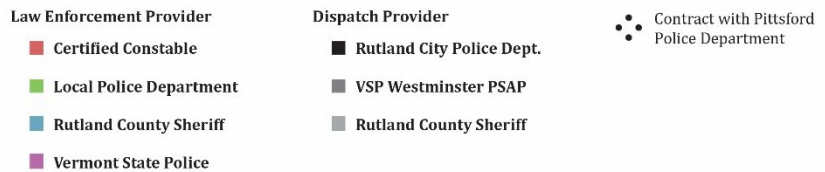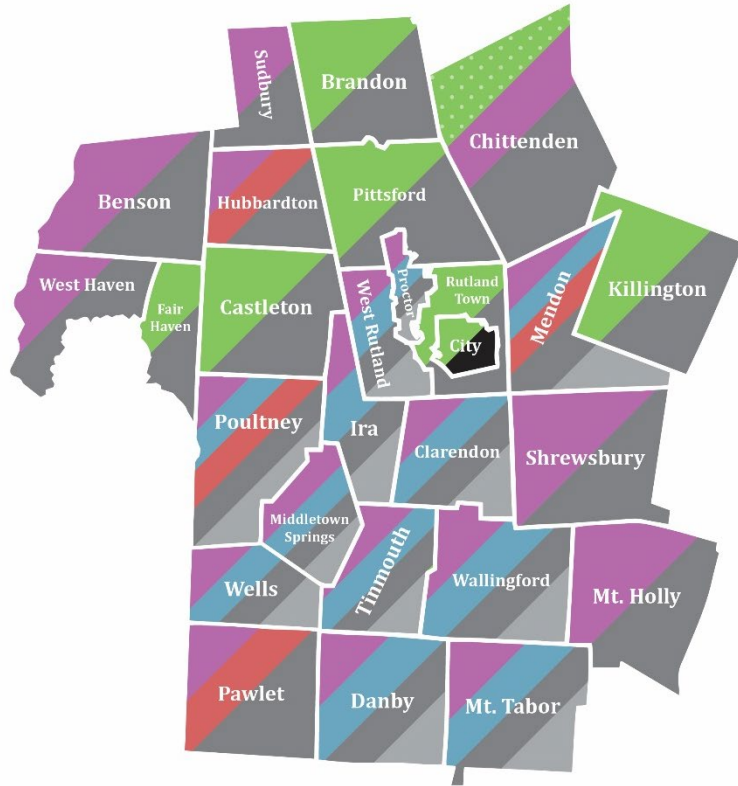
LAW ENFORCEMENT

Law enforcement services are provided by Vermont State Police, Rutland County Sheriff's Department, municipal police departments, and certified local constables, or a combination thereof.

Local constables with full law enforcement authority have completed basic training requirements (Level II or Level III) prescribed by Vermont Criminal Justice Council. Generally, the only difference between constables with full law enforcement authority and other law enforcement officers is their jurisdiction is limited to the boundaries of the municipality they serve. Four (4) communities in the Rutland Region have certified constables – Hubbardton, Mendon, Pawlet, and Poultney. Certified constables are dispatched through the VSP Westminster PSAP.

Seven (7) municipalities have their own local police departments – Brandon, Castleton, Fair Haven, Killington, Pittsford, Rutland City, and Rutland Town. The Town of Chittenden contracts with the Pittsford Police Department for limited law enforcement services. Municipal departments are dispatched through the VSP Westminster PSAP, except for Rutland City Police which provides its own dispatch services.

Twelve (12) municipalities contract with the Rutland County Sheriff's Department – Clarendon, Danby, Ira, Mendon, Middletown Springs, Mount Tabor, Poultney, Proctor, Tinmouth, Wallingford, Wells, and West Rutland. These contract services are typically limited to a prescribed number of hours per day/week. The Sheriff's Department has a multi-platform full-service communications center with its own dispatching capabilities.

Vermont State Police provides primary law enforcement services in twenty (20) communities – Benson, Chittenden, Clarendon, Danby, Hubbardton, Ira, Mendon, Middletown Springs, Mount Holly, Mount Tabor, Pawlet, Poultney, Proctor, Shrewsbury, Sudbury, Tinmouth, Wallingford, Wells, West Haven, and West Rutland. Vermont State Police are dispatched through the VSP Westminster PSAP.

PUBLIC WORKS

Although not traditionally considered one of the core emergency service resources, local public works departments can provide important first response support services during a disaster. In 2003, President George W. Bush, through a Homeland Security Presidential Directive, declared that the term "first responder" refers to those individuals who in the early stages of an incident are responsible for the protection and preservation of life, property, evidence, and the environment, including emergency response providers, as well as emergency management, public health, clinical care, **public works**, and other skilled support personnel (such as **equipment operators**) that provide immediate support services during prevention, response, and recovery operations.

There are 27 local highway departments in the Rutland Region. Every municipality is supported by its own department. In 2022, 23 of 27 municipalities were members of the Rutland Region Public Works Mutual Aid Agreement.

REGIONAL RESOURCES BY SECTOR

MUNICIPAL EMERGENCY MANAGEMENT PROGRAMS

Each municipality's Local Emergency Management Plan (LEMP) includes a Resources section that details the local and regional resources each municipality may utilize during a disaster. The LEMP also contains contacts for regional social service organizations that can assist municipalities in identifying and monitoring the needs of vulnerable populations. Communications between municipalities and the social service organizations are governed by the Vulnerable Populations Communication Protocol – an annex to the LEMP.

FIRE SERVICES

Rutland County Fire Mutual Aid: The mutual aid association maintains an inventory of apparatus for member fire departments.
Washington County, NY Fire Mutual Aid: The mutual aid program maintains an inventory of apparatus for member fire departments.

EMERGENCY MEDICAL SERVICES

EMS District 10: EMS District 10 maintains an EMS Agency Resource List that breaks down by agency the highest level of EMS certification, number of ambulances and dispatch contact numbers.

LAW ENFORCEMENT SERVICES

Vermont State Police: The Rutland Barracks of the Vermont State Police has access to a mobile command post.

TRANSPORATION

Rutland Region Public Works Mutual Aid Agreement: The mutual aid program maintains an inventory of equipment for member municipalities.
VTrans Districts 1 and 3: VTrans will aid municipalities in damage assessments and repair strategies for damage sites from local disasters/emergencies when requested. Should the disaster/emergency be of such magnitude that state facilities/infrastructure is damaged and/or compromised, VTrans' priority will be to assess and stabilize its own assets. When staffing is available to assist towns, they will offer their assistance as needed/requested.

HEALTH CARE

Vermont Department of Health: The Rutland Local Health Office is trained and ready to respond to public health emergencies so that people in our community can stay healthy and safe. The Local Health Office works with local, state, and federal partners to distribute medicine, supplies, and information to the residents of Rutland County in a health emergency. They organize and deploy members of the Southwestern Vermont Medical Reserve Corps; provide trainings for first responder physical and mental health; and monitor for potential disease outbreaks and take steps so that health care providers and the public get the right information at the right time.

Town Health Officers: Town health officers are responsible for: investigating possible public health hazards and risks within the town or city; taking action to prevent, remove, or destroy any public health hazards; taking action to lessen significant public health risks; and enforcing health laws, rules and permit conditions, and taking the steps necessary to enforce orders. During an emergency, town health officers can support, coordinate with, or work within their community's local Emergency Operations Center. They can also be called on by the Vermont Health Operations Center to provide information and feedback on behalf of their community.

SOCIAL SERVICES

Vermont Agency of Human Services (AHS): AHS provides programs, services, and supports in partnership with community organizations to support Vermonters in need. These programs and services support Aging and Disability, Child and Youth Development, Family Safety & Support, General Health Care, Emergency Housing, Income and Employment, Mental Health and Substance Abuse supports, Public Health intervention, and Risk Reduction and Justice.

American Red Cross: The American Red Cross can provide support for disaster-related activities including mass care (sheltering, feeding, reunification); client assistance, health, mental health and spiritual care services; and preparedness (smoke alarm installation, youth and community education). The Red Cross has shelter trailers and supplies positioned around the region and can call in additional regional and national resources as the situation dictates.

Vermont 211: A program of United Ways of Vermont, Vermont 211 is a statewide, confidential information and referral helpline that connects callers to available human services including food, shelter, and healthcare. During a disaster, Vermont 211 serves as a 24/7/365 centralized access point for the collection of individual property damage statewide. This information is collected for three reasons: 1) to connect homeowners with voluntary agencies and resources to clean up their homes after flooding; 2) determine if activation of a Multi-Agency Resource Center (MARC) is necessary; and 3) compile data for a possible Individual Assistance (IA) program declaration from FEMA, or disaster declaration from Small Business Administration.

OTHERS

Rutland Area Disaster Animal Response Team (RADART): RADART is an all-volunteer non-profit organization whose mission is to provide the communities in Rutland County with an effective and efficient emergency management operation for animals, consisting of recovery, care, and reunification of animals displaced by disaster. They have a Memorandum of Understanding (MOU) with the Vermont Agency of Agriculture, Food, and Markets (VAAFM). They are activated through VAAFM when requested by a municipality or a representative of a partner organization like the Red Cross. If RADART needs extra assistance or resources, we contact VAAFM who helps secure more assistance through the Vermont Disaster Animal Response Team or other means.

Vermont Emergency Management: The State Emergency Operations Center (SEOC) is available to help coordinate any state support teams or other external resources that local responders may need.

APPENDIX A: VOTING MEMBERS BY MUNICIPALITY

Town	First Name	Last Name	Title	Appointed
Benson	Paul	Davoren	EMD	1/3/2023
Benson	Jerod	Glover	Fire Rep	1/3/2023
Brandon	Seth	Hopkins	EMD	2/13/2023
Brandon	Tom	Kilpeck	Fire Chief	2/13/2023
Castleton	Michael	Jones	EMD	11/14/2022
Castleton	Peter	Mantello	Police Chief	11/14/2022
Chittenden	Bob	Case	EMD - designee	11/14/2022
Chittenden	Jan	Sotirakis	Fire Rep	11/14/2022
Clarendon	Craig	Knapp	EMD - designee	11/28/2022
Clarendon	Matt	Jakubowski	Fire Rep	12/12/2022
Danby	Shelley	Taylor	EMD - designee	11/21/2022
Danby	Tom	Johnston	Fire Rep	11/21/2022
Fair Haven	Jim	Heller	EMD	12/13/2022
Fair Haven	Bill	Humphries	Police Chief	12/13/2022
Hubbardton	Janet	Morey	EMD - designee	11/4/2022
Hubbardton	Rick	Grabowski	Fire Rep	11/4/2022
Ira	Bob	Toppin	EMD	11/15/2022
Ira				
Killington	VACANT			
Killington	VACANT			
Mendon	Val	Taylor	EMD - designee	11/14/2022
Mendon	Lema	Carter	Constable	11/14/2022
Middletown Springs	Herb	Childress	EMD	11/10/2022
Middletown Springs	Terry	Redfield	Fire Rep	11/10/2022
Mount Holly	Jeff	Chase	EMD	11/22/2022
Mount Holly	Jon	McCann	Fire Rep	11/22/2022
Mount Tabor	Phil	Lidstone	EMD	12/15/2022
Mount Tabor	Tom	Johnston	Fire Rep	12/15/2022
Pawlet	Jay	Luebke	EMD - designee	11/8/2022
Pawlet	Robert	Morlino	Fire Rep	11/8/2022
Pittsford	Steve	Shortsleeves	EMD - designee	12/21/2022
Pittsford	Tim	Cornell	Fire Rep	12/21/2022
Poultney	Paul	Donaldson	EMD	12/12/2022
Poultney	Aaron	Kerber	Fire Chief	12/12/2022
Proctor	Michael	Ramsey	EMD	11/14/2022
Proctor	Kevin	Blongy	Fire Rep	11/14/2022
Rutland City	Bill	Lovett	EMD	11/7/2022
Rutland City	Dan	Gedney	Fire Rep	11/7/2022
Rutland Town	Martin	Wasserman	EMD	11/8/2022

Town	First Name	Last Name	Title	Appointed
Rutland Town	Bill	Sweet	Fire Rep	11/8/2022
Shrewsbury	Aaron	Korzun	EMD	11/16/2022
Shrewsbury	Jack	Perry	Fire Rep	11/16/2022
Sudbury	Steve	Sgorbati	EMD	12/5/2022
Sudbury				
Tinmouth	Matthew	Patry	EMD-designee	5/11/2023
Tinmouth	Ray	Pratt	Fire Rep	5/11/2023
Wallingford	Jim	Bagnall	EMD	11/7/2022
Wallingford	Michael	Hughes	Fire Chief	11/7/2022
Wells	Todd	Fenton	Fire Chief	11/8/2022
Wells	Don	Preuss	EMD-designee	11/8/2022
West Haven	Rod	Ethier	EMD	11/8/2022
West Haven	Kerry	Ellis	Law Enforcement - designee	11/8/2022
West Rutland	Mary Ann	Goulette	EMD	11/14/2022
West Rutland	Michael	Skaza	Fire Chief	11/14/2022

Note: Appointment dates reflect the time at which proxies for *current* members were instated. If, during the term, there was turnover for one voting membership position in a municipality (but not the other), then the date for the previously appointed member matches the date of the newly appointed member.

Voting Member contact information is maintained by the Rutland Regional Planning Commission and available upon request.

The Non-Voting Member directory is maintained by the Rutland Regional Planning Commission and available upon request.