



# RUTLAND REGIONAL PLANNING COMMISSION

## Rutland Regional Emergency Management Committee (REMC)

Meeting Minutes for  
Wednesday, June 19, 2024 – 5:30 pm  
Rutland Regional Planning Commission - Microsoft Teams

[Join on your computer or mobile app](#)

Meeting ID: 232 959 824 256 | Passcode: e4Amb3  
Call in (audio only): 802-440-1368 | Phone ID: 475 498 118#

### I. **Voting Member Roll Call**

Vice Chair Jan Sotirakis convened the meeting at 5:34 PM. Voting member rollcall was not conducted as there were too few voting members present. A quorum of voting members was not present, so non-binding decisions were made by consensus for this meeting.

### II. **Approve Meeting Agenda**

It was agreed by consensus of the voting members present that the agenda be approved.

### III. **Approve March 27, 2024 Meeting Minutes**

It was agreed by consensus of the voting members present that the minutes of the March 27, 2024 meeting be approved.

### IV. **Announcements**

- a. REMC Regional Plan Update – O’Brien submitted the yearly update of the Regional Plan to Vermont Emergency Management (**VEM**) on May 28. Updates include modifying the EMS page to remove the now-defunct Mount Holly Rescue Squad; adding hazmat to the “Other” category of Regional Resources by Sector; and inserting guidance on requesting Disaster Animal Rescue Team Services with the disbanding of RADART.
- b. VEM Emergency Preparedness Conference 2024 – This year’s annual conference is being held at the Lake Morey Resort in Fairlee, VT on **September 9** and **10** (9:00-4:15 both days). The local Chittenden Reservoir Emergency Action Plan Team (CREAP) is scheduled to host a panel at the conference regarding successful coordination efforts with private dam owners. There is one hotel room that can be provided to a Committee member free of cost; contact O’Brien by **August 7** if interested.
- c. Binary Blizzard Check-In – The Statewide Tabletop date is officially set for **October 23**; RRPC will host a hybrid location at their office (see Item VII). The schedule of activities for the summer will be limited: O’Brien will keep the Committee apprised of updates as they are available.
- d. Hazard Mitigation Grant Program - Following last summer’s floods, [the State has \\$90k for hazard mitigation projects](#). There are many eligible project types, with property buyouts

- and natural systems type projects (ex: floodplain restorations) designated as high priorities. The pre-application is due by **August 16**; contact O'Brien to learn more.
- e. Rutland Regional Disaster Cooperative - BROCC Community Action has agreed to be the fiscal agent for the newly formed Rutland Regional Disaster Cooperative (RRDC). Once the steering committee approves the bylaws on July 18, the Region will officially have a Community Organizations Active in Disaster (COAD) body. The RRDC is looking for a Vice Chair, Treasurer, and someone with capacity to chair the Unmet Needs Committee: contact Eric Pulver ([eric.pulver@vermont.gov](mailto:eric.pulver@vermont.gov)) if interested.
  - f. Seeking New Chair – Chair Michael Ramsey stated that, effective June 19, he would be stepping down due to limited bandwidth from numerous projects in the Town of Killington. Sotirakis will serve as the Chair until the end of the Federal Fiscal Year (September 2024), however a new Chairperson is needed for FFY25.
- V. **ARES/RACES Guest Speaker – Amateur Radio & Alternate Communications**  
 Guest Speaker Adam Mickel was not present. O'Brien stated she would circle back with Mickel to re-schedule his presentation as a seminar in August (*date TBD*).
- VI. **REMC Representative Reports** (6:25 – 6:30 PM)
- a. Statewide Local Emergency Planning Commission (**LEPC**) Rep, Bob Morlino
    - i. Morlino was not present at the meeting. The content from the April LEPC meeting will be shared after the meeting and reviewed by Morlino at the September REMC meeting.
  - b. Threat Hazard Identification & Assessment/Stakeholders Preparedness Report (**THIRA/SPR**) Rep, Michael Ramsey
    - i. Ramsey stated he had nothing new to report.
  - c. Integrated Planning and Preparedness Workshop (**IPPW**) Rep, Tom Johnston
    - i. Johnston was not present at the meeting.
- VII. **REMC Organizational Tasks** (6:30 – 6:35 PM)
- a. Amend REMC Meeting Time Resolution
    - i. As of 6/20/2024, the Rutland Regional Planning Commission (**RRPC**) moved offices from 67 Merchants Row to 16 Evelyn Street. The Meeting Time Resolution listed the physical meeting place as Merchants Row, so there is a need to amend the Resolution. It was agreed by consensus to table this for the next meeting.
- VIII. **Open to the Public**  
 There was no one from the public in attendance.
- IX. **Next Meeting – September 18, 2024 @5:30 PM**

*Respectfully submitted by Maggie O'Brien, Emergency Management Planner at the RRPC.*

**Rutland Regional Emergency Management Committee (REMC)  
Voting Members 2023-2024 as of 6/19/2024**

<b>Voting Members</b>					
Town	First Name	Last Name	Title	Present	Proxy Given
Benson	Paul	Davoren	EMD		Y
Benson	Jerod	Glover	Fire Rep		Y
Brandon	Seth	Hopkins	EMD	1	Y
Brandon	Tom	Kilpeck	Fire Chief	1	Y
Castleton	Michael	Jones	EMD		Y
Castleton	Peter	Mantello	Police Chief		Y
Chittenden	Bob	Case	EMD - designee		Y
Chittenden	Jan	Sotirakis	Fire Rep	1	Y
Clarendon	Craig	Knapp	EMD - designee	1	Y
Clarendon	Matt	Jakubowski	Fire Chief		Y
Danby	Shelley	Taylor	EMD - designee		Y
Danby	Tom	Johnston	Fire Rep		Y
Fair Haven	Jim	Heller	EMD - designee		Y
Fair Haven	Bill	Humphries	Police Chief		Y
Hubbardton	Janet	Morey	EMD - designee		Y
Hubbardton	Rick	Grabowski	Fire Rep		Y
Ira	Bob	Toppin	EMD		
Ira	VACANT				
Killington	Michael	Ramsey	EMD	1	
Killington	VACANT				
Mendon	Val	Taylor	EMD-designee		Y
Mendon	Lema	Carter	Constable		Y
Middletown Springs	Herb	Childress	EMD-designee		Y
Middletown Springs	Bill	Reed	Highway Rep		Y
Mount Holly	Jeff	Chase	EMD		Y
Mount Holly	Jon	McCann	Fire Rep		Y
Mount Tabor	VACANT				
Mount Tabor	Tom	Johnston	Fire Rep		
Pawlet	Bob	Morlino	EMD		Y
Pawlet	Jonathan	Weiss	Fire Rep		Y
Pittsford	Tim	Cornell	EMD		Y
Pittsford	Steve	Shortsleeves	Fire Rep		Y
Poultney	Paul	Donaldson	EMD		Y
Poultney	Aaron	Kerber	Fire Chief		Y
Proctor	Judy	Frazier	EMD		Y
Proctor	Kevin	Blongy	Fire Rep		Y
Rutland City	Bill	Lovett	EMD		Y
Rutland City	Dan	Gedney	Fire Rep		Y
Rutland Town	Martin	Wasserman	EMD		Y
Rutland Town	Bill	Sweet	Fire Rep		Y
Shrewsbury	Aaron	Korzun	EMD		Y
Shrewsbury	Jack	Perry	Fire Rep		Y
Sudbury	Steve	Sgorbati	EMD		N
Sudbury	VACANT				

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Town	First Name	Last Name	Title	Present	Proxy Given
Tinmouth	Matthew	Patry	EMD-designee		Y
Tinmouth	Ray	Pratt	Fire Rep		Y
Wallingford	Jim	Bagnall	EMD		Y
Wallingford	Michael	Hughes	Fire Chief		Y
Wells	Todd	Fenton	Fire Chief		Y
Wells	Don	Preuss	EMD-designee		Y
West Haven	Rod	Ethier	EMD		Y
West Haven	Kerry	Ellis	Law Enforcement - designee		Y
West Rutland	Mary Ann	Goulette	EMD		Y
West Rutland	Michael	Skaza	Fire Chief		Y

*\*All attendance is virtual for this meeting*

**5**

**Non-Voting Members**

Organization	First Name	Last Name	Present
American Red Cross	Lindsey	Morin	<b>1</b>
Bayada	Ann	Pollock	<b>1</b>
Rutland Regional Planning Commission	Maggie	O'Brien	<b>1</b>
Vermont Emergency Management	Sid	Pollock	<b>1</b>

**4**

TOTAL (with proxies) (Voting Members) **7**

TOTAL (without proxies) (Voting members) **5**

Quorum (≥11) Met? **NO**