



# RUTLAND REGIONAL PLANNING COMMISSION

## RUTLAND REGIONAL EMERGENCY MANAGEMENT COMMITTEE (REMC)

### DRAFT MEETING MINUTES FOR WEDNESDAY, JUNE 18, 2025, 5:30 PM

Rutland Regional Planning Commission – Microsoft Teams

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

Both the Chair and Vice Chair were absent when Maggie O'Brien convened the meeting at 5:30 PM. She conducted the voting member roll call. It appeared that a quorum was not present, so non-binding decisions were made by consensus<sup>1</sup> for this meeting.

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

Maggie suggested discussing the Regional Plan 2026 update first under item VII. It was agreed by consensus of the voting members present that the agenda be approved with this modification.

#### III. **Approve March 19, 2025 Meeting Minutes**

It was agreed by consensus of the voting members present that the minutes of the March 19, 2025 meeting be approved.

#### IV. **Open to the Public**

There was no one from the public in attendance.

#### V. **REMC Representative Reports**

- a. Statewide Local Emergency Planning Commission (**LEPC**) Rep, Bob Morlino
  - i. Morlino reported that the Statewide LEPC emergency plan is about 80% complete, in large part due to a template utilized from the state of Oregon. He estimates that it will be nearly or totally complete by the next LEPC meeting on July 18.
- b. Threat Hazard Identification & Assessment/Stakeholders Preparedness Report (**THIRA/SPR**) Rep, Peter Mantello
  - i. Mantello was not present. O'Brien stated there was nothing new to report.
- c. Integrated Planning and Preparedness Workshop (**IPPW**) Rep, Tom Johnston
  - i. Johnston was not present, so O'Brien reported on his behalf. The workshop was held earlier in the week, on June 16. In contrast to previous years, state agencies contributed to the plan in real time in a large group setting. The final plan will identify training and exercises to help the State build and sustain Core Capabilities identified in the 2024 Stakeholder Preparedness Review: Public Information and Warning, Mass Care Services, Cybersecurity, and Operational Communications.

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<sup>1</sup> A quorum was indeed present, but this was not recognized until more voting members joined the meeting later. Decisions made by consensus are retained for items II and III given the lack of formal motions.



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## VI. REMC Organizational Tasks

There were no outstanding organizational tasks.

## VII. Announcements

### a. Regional Plan 2026: Phase 3 Engagement

- i. O'Brien promoted the final opportunity to engage in the [2026 RRPC Regional Plan update](#). A [full draft](#) of the plan, [one-page chapter summaries](#), and a comic illustrating the core tenets of the plan are now available for public review and comment. She asked that the Committee consider reviewing one of those three resources, especially for the Climate Resilience chapter, and submitting comments through the [feedback poll](#) before the end of the month.

### b. Binary Blizzard Update

- i. The full-scale exercise is still slated for October 2025. As of June 18, only the Town of Pawlet has signed up to participate; the [registration deadline](#) is **June 30**. Seth Hopkins indicated the Town of Brandon is still willing to participate and will complete a registration form. The RRPC would only be completing a Local Liaison drill during the exercise, so the RRPC will not participate unless several Towns register for the exercise.

### c. VEM Emergency Preparedness Conference 2025

- i. The Vermont Emergency Management (**VEM**) Emergency Preparedness Conference is scheduled for September 4-5 from 9:00 AM to 4:15 PM (both days) at the Killington Grand Hotel. [Registration is open](#) for attendees, and the call for exhibitors and speakers closed at noon on June 18. The REMC has funding to pay for *two separate individuals* to stay *one night each* at the hotel. Those interested in reserving a room under this offer should contact O'Brien by **July 28**. The [annual EMD of the Year nominations](#) are due on **July 9**; see [here](#) for the submission form.

### d. Schedule of EM Activities

- i. O'Brien presented the line-up of activities for the next few months. In July, VDH will present a Hot Weather Preparedness Seminar. In August, the Bennington-Rutland Regional Coordinator, Bill Jones, will co-host a Spontaneous Volunteer Management Plan (LEMP Annex) workshop. In September, Vice Chair Sotirakis will lead a "Public Assistance Checklist" seminar. (It is possible that this last event may change due to recent news about FEMA.)

### e. REMC/COAD Update

- i. O'Brien reminded the Committee members of the purpose behind the collaboration efforts to date between the REMC and the Rutland Regional Disaster Cooperative (RRDC). The first "sub-regional" facilitated discussion (northeast corner of the Region) is scheduled for June 25 at 11 AM in Chittenden's Grange Hall. Participating Towns include Brandon, Chittenden, Killington, Mendon, and Pittsford. O'Brien will provide a report-out on initial observations and results through the July 2025 RRPC newsletter and an email blast to Committee members. Eric Pulver, the VDH Emergency Preparedness Specialist for Rutland, reiterated the intent for all towns to eventually participate in these discussions, ideally with some municipal participation in the planning process. O'Brien also shared the updated sub-region map based on input received from Committee members. Dates for future Facilitated Discussions will be announced at a later time.



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f. Local Liaison “Re-Training” Synopsis

- i. VEM will be conducting a Local Liaison Drill on June 25. Given this, and some recent changes to the Local Liaison Report itself, O’Brien provided a synopsis of the Local Liaison “Re-Training” event held last month. Important reminders were also given about procedures, such as who may be conducting the outreach during a real activation. For more information about changes to the reporting process and updating local road conditions through WAZE, contact O’Brien. VEM sent all EMDs a spreadsheet with drill details, logistics, and response instructions. Some Towns are instructed to provide specific (fake) information, while the remainder of the municipalities should provide ad-lib responses.

**VIII. Next Meeting – September 17, 2025 @ 5:30 PM**

With a quorum now recognized, Judy Frazier made the motion to adjourn. Motion seconded by Jack Perry. No further discussion. The meeting adjourned at 6:13 PM.

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

**Rutland Regional Emergency Management Committee (REMC)**  
**Voting Members 2024-2025 as of 6/18/2025**

Voting Members					
Town	First Name	Last Name	Title	Present	Proxy Given
Benson	Paul	Davoren	EMD		
Benson	Jerod	Glover	Fire Rep		
Brandon	Seth	Hopkins	EMD	1	Y
Brandon	Tom	Kilpeck	Fire Chief	1	Y
Castleton	Michael	Jones	EMD		
Castleton	Peter	Mantello	Police Chief		
Chittenden	Bob	Case	EMD - designee	1	Y
Chittenden	Jan	Sotirakis	Fire Rep	1	Y
Clarendon	Craig	Knapp	EMD - designee		
Clarendon	Matt	Jakubowski	Fire Chief		
Danby	Shelley	Taylor	EMD - designee		
Danby	Tom	Johnston	Fire Rep		
Fair Haven	Jim	Heller	EMD - designee		
Fair Haven	Bill	Humphries	Police Chief		
Hubbardton	Rick	Grabowski	EMD		Y
Hubbardton	Michael	Wetmore	Fire Rep	1	Y
Ira	Bob	Toppin	EMD		
Ira	VACANT				
Killington	Whit	Montgomery			
Killington	Craig	Bowman			
Mendon	Val	Taylor	EMD-designee		
Mendon	Lema	Carter	Constable		
Middletown Springs	Herb	Childress	EMD-designee		
Middletown Springs	Bill	Reed	Highway Rep		
Mount Holly	Jeff	Chase	EMD		
Mount Holly	Billy	Austin	Fire Rep		
Mount Tabor	Matt	Gasperetti	EMD		
Mount Tabor	Tom	Johnston	Fire Rep		
Pawlet	Bob	Morlino	EMD	1	Y
Pawlet	Jonathan	Weiss	Fire Rep		Y
Pittsford	Tim	Cornell	EMD		
Pittsford	Steve	Shortsleeves	Fire Rep		
Poultney	Paul	Donaldson	EMD		
Poultney	Aaron	Kerber	Fire Chief		
Proctor	Judy	Frazier	EMD	1	Y
Proctor	Kevin	Blongy	Fire Rep		Y
Rutland City	Bill	Lovett	EMD	1	Y
Rutland City	Dan	Gedney	Fire Rep		Y
Rutland Town	Martin	Wasserman	EMD		
Rutland Town	Bill	Sweet	Fire Rep		
Shrewsbury	Aaron	Korzun	EMD		Y
Shrewsbury	Jack	Perry	Fire Rep	1	Y
Sudbury	VACANT				
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**Rutland Regional Emergency Management Committee (REMC)**  
**Voting Members 2024-2025 as of 6/18/2025**

Town	First Name	Last Name	Title	Present	Proxy Given
Tinmouth	Matthew	Patry	EMD-designee		Y
Tinmouth	Ray	Pratt	Fire Rep	1	Y
Wallingford	Jim	Bagnall	EMD	1	Y
Wallingford	Michael	Hughes	Fire Chief		Y
Wells	Todd	Fenton	Fire Chief		
Wells	Don	Preuss	EMD-designee		
West Haven	Rod	Ethier	EMD		
West Haven	Kerry	Ellis	Law Enforcement - designee		
West Rutland	Mary Ann	Goulette	EMD		
West Rutland	Michael	Skaza	Fire Chief		

**11**

Non-Voting Members			
Organization	First Name	Last Name	Present
Rutland Regional Planning Commission	Maggie	O'Brien	1
Town of Brandon (EMC)	Jeff	Haylon	1
Town of Wallingford (EMC)	Bill	Weiss	1
Vermont Department of Health	Eric	Pulver	1
Vermont Emergency Management	Bill	Jones	1
			<b>5</b>

TOTAL (with proxies) (Voting Members) **18**

TOTAL (without proxies) (Voting members) **11**

Quorum (≥11) Met? **YES**