



## Meeting Minutes

**Meeting Description:** IEMAC Fall Meeting

**Date:** December 29, 2011

**Location:** Burlington VT, United States

**Begin Time:** November 15, 2011

**End Time:** November 16, 2011

**Present:** See Attached Attendees List

**Invited Guests:** Lieutenant Governor Phil Scott ; Andy Nash, NOAA/NWS; John Kerry, New England Governors; Glenn Davis, Eastern Canadian Premiers; Steve Winters & Camil Doucet, Canadian Forces Joint Task Force; Wayne Clayborne, US Coast Guard; Randall Gates, VT Army National Guard

- 1.0 Proxies:** Terry Lynn Slaunwhite for Andy Lathem (NS); Dianne Smith for Dennis Shea (NL); Greg McCallum for Andy Morton (NB); Mary Duley for William Hackett (CT)
- 2.0 Approval of Minutes:** Fall 2010 (NH) and Spring 2011 (QC) minutes were both approved. Final documents will be translated and posted to the IEMG website.
- 3.0 Annual Report:** Can be located on the website. The next annual report will be available for review July 2012.
- 4.0 Definitions & Acronyms:** To be reviewed annually.
- 5.0 Legal Status of IEMG:** Rhode Island continues to be the only jurisdiction that is not 100% on board.
- 6.0 Administrative Support Position (Secretariat):** No changes as the State of Maine will continue to hold this position.
- 7.0 Website:** Web address is [www.iemg-gigu-web.org](http://www.iemg-gigu-web.org). The website continues to be utilized as a central depository for documents. Everyone is encouraged to view the now working website. Member only section contains non public information. Presentations from the Spring meeting in Quebec City and this meeting are being posted in the member only section of the site.
- 8.0 Telephone Exercise:** VT conducted a communication exercise on November 10<sup>th</sup> utilizing the contact numbers listed on the communications exercise guide previously developed. Exercise summary – 3 jurisdictions (1 US & 2 Canada) were left voicemails and there were no call backs. The remaining 8 jurisdictions were perfect However, Vermont officials recommended to 1 jurisdiction that they identify a day number versus a 24 hour number.
- 9.0 Report from Each Jurisdiction:** Each Jurisdiction Director gave a summary of what has been going on in their jurisdiction with staffing, lead changes, financial matters, disasters, and upcoming exercises/events. Key comments listed below:

**NB –** Acting Director Greg MacCallum reported Andy Morton is retiring; continue to promote and develop MA- SAS and will create an interface to share with US partners; plan to revisit their preparedness plan for



the restart of the nuclear plant and create a more robust response plan to nuclear emergency; no major spring flooding but did have several severe storm surge/flooding events last fall; looking to improve their evacuation process with help from Maine; continued training, exercises and operations internally and at the municipal level; budget issues continue to be an issue as everything is on the table for review – anticipates government reorganization but not EMO capabilities and there is a clear need to create EMO Regional responsibility not just provincial wide.

**PEI** – Director Campbell reports a number of weather events were enroute to PEI, but the effects were felt by other jurisdictions; Provincial election resulted in a new Minister, EMO anticipates some senior management changes; Royal visit in Charlottetown cost the province about \$155,000 per hour; Participated in a Federal exercise involving the Federation Bridge and airports;

**ME** – Director McAleer reported that Maine has been pretty lucky as no “major” events have happened. MEMA was able to assist their neighbors during the Tropical Storm Irene through EMAC requests. North American Mutual Aid Group (NAMA) met in Chicago; MEMA staff is working with NB and the Federal governments to get Canadian approval to use the Hurricane Evacuation (HURVAC) program. Maine experienced what the NWS called an Earthquake Swarm, a whole bunch of earth quakes in 1 day; budget issues continue to be of concern; and close to launching Virtual Maine which is the use of geospatial data and have the ability to take WebEOC and have translated in real time on a map.

**NL** – Dianne Smith reports that Igor recovery continues, approx 80% recovered; to date 19 homes have been purchased (replacement values paid to owners). These 19 homes that were being destroyed were used by the fire department for fire training; continued preparedness for future events.

**NS** – Terry Lynn Slaunwhite reports there has been a major structural change/reorganization of EMO Nova Scotia as the office has officially been taken over by the Department of Justice; Andy Lathem is Acting Executive Director in addition to his EMO Director role; Some vacancies created by the reorganization may not be filled; Using a new program called SIMS – Security intelligence Management System; Deputy minister plans to retire.

**RI** – Edward Johnson reports that Rhode Island did receive a disaster declaration for Tropical Storm Irene but they had to testify before legislature to prove that Emergency Management is a separate industry than power; they are working to improve sheltering; Governors office gave approval to hire executive director but they anticipate several staffing and budget challenges ahead; Cyber disruption team is in place because of a collaboration between Emergency Management and the State Police; RI to host Tall Ships 2012.

**MA** – Director Schwartz reported several events happened in Massachusetts since the last meeting in Quebec – Three tornado’s, Several severe summer storms, Tropical Storm Irene, and October Winter snow storm all of which kept the Emergency Operations Center operating at some level. Mother Nature has proved costly for Massachusetts as they ran low on their allotted yearly funds within 5 days of Tropical Storm Irene hitting but the legislature has approved additional funds to help with continued recovery efforts. MEMA is also looking in to statewide shelter plans, a mobile EOC, communications trailer, upgrade to the Framingham Operations Center, and hope to have a statewide resource management system.

**VT** – Director O’Neil reports that Vermont encountered many storms, spring flooding, and also implications from the Japan Nuclear Plant issues felt in VT; Vermont Yankee License expires in 2012 which is currently tied up in the court system; Tropical Storm Irene hit the state just one week after their brand new EOC opened, and surrounding floods and power loss forced the EOC to evacuate; FEMA approved the fourth declaration for the May 20<sup>th</sup> storm that hit the region.

**NH** – Director Pope reports 3 spring flooding events, Tropical Storm Irene and a snow event at the end of October, with a record 22” in the capitol, impacted this jurisdiction. Some lessons were learned as a result of these events but an after action report has not been done at this time, as they are waiting for collaboration with FEMA, or may attempt a regional report; Individual Assistance application information is currently 100% being tracked and looking for similar system for Public Assistance applications; WebEOC use regionally has exploded and training continues and has been very valuable and effective thus far; State Fusion Center is building partnerships with 28 general aviation facilities;



**QC** – Director Laroche joined the organization 10 months ago and prior to that served in the Canadian forces for 30 yrs. He reported on the severe flooding of Lake Champlain, which continues to see claims be submitted. To date over 4500 claims have been filed is new director, with him also comes new structure, clear mandates, and a new EOC; 3 major events, to include a severe winter storm, 10” rainfall event and most currently flooding affecting over 3000 homes affected the jurisdiction; upgrading their WebEOC system; asks that their 24/7 line be utilized more often, especially after regular business hours, rather than email.

**CT** – Mary Duly reports since July 1, 2011 many state agencies have merged. Emergency Management Homeland Security is now Dept of Emergency Service and Public Protection, where Bill Hackett remains the Director. CT experienced 3 major disasters in 2011 including 20” snow in October leaving 885,000 without power, some up to 14 days; WebEOC use is improving; Sheltering during events continues to be a huge issue with staffing, logistic support, and too many shelters. Planning for sheltering is on the horizon.

**10.0 Operations Manual:** Available at [www.iemg-gigu-web.org](http://www.iemg-gigu-web.org)

**11.0 Strategic Planning:** Strategic Planning documents and the updated strategic plan will be available on the IEMG website. During this meeting working sessions were conducted focusing on three main goals and tasks associated with these goals.

1. Operationalize the IEMG Compact
  1. Resource typing and matching
  2. Implement programs and policies for requests and provide resources
  3. Inter-jurisdictional resource coordination support in an emergency
2. Information Sharing Increase information sharing and situational awareness during events
  1. Formalize process for communication pre/during/post events
  2. Develop checklist for incident activities
3. Programs and Marketing
  1. Resources and funding
  2. Promotion and awareness to stakeholders

In regards to funding, the New England Governors Eastern Canadian Premiers (NEGECP) group advised they are an incorporated body and able to transfer funds as a 8013c organization. This will be discussed further.

Follow up conference calls will be scheduled with task leads and assigned personnel in January.

**12.0 Presentations:** Dianne Smith (NL) gave presentation on IEMAC Memorandum of Understanding and IEMG Compact; Kurt Schwartz (MA) presented on the June 2<sup>nd</sup> Tornado’s that hit his jurisdiction; Peter Coffey (VT), Jean Thomas Bilodeau-Fortin (QC), and Andy Nash (NWS) presented on the flooding of Lake Champlain May 2011; Rob McAleer (ME) presented on Regional Resiliency Assessment Project/Border Interoperability Demonstration Pilot. All Presentation will be made available on the IEMAC website.

**13.0 Additional IEMG Information:**

US Co-Chair – Appointed and approved new US co-chair will be Kurt Schwartz (MA)

Spring Conference 2011: The Annual Spring conference will be held in Fredericton, NB May 29-31, 2012. Details will be posted on the IEMAC website.



Email distribution lists and jurisdictional contact sheets will be updated

There was a discussion regarding host jurisdiction responsibilities, specifically the welcome gathering. It was decided that the welcome gathering, also known as the meet and greet, is not a requirement but at the discretion of the host. The Host Manual will be changed to reflect this information

**14.0 Spring Meeting Agenda Items**

- Resource typing and matching presentation (Strategic Plan goal 1)
- NEGECP 2012 presentation preparedness

**15.0 Appendix**

- Attendees list