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2 **Grand Isle Mutual Aid Meeting**
3 **GI-REMC**
4 **October 7, 2024 – Draft Minutes**
5 **Grand Isle County Sheriff's Department and Virtual**
6

7 **Attendance:** Brandy Latimer (NH EMD), Pat Robinson (SHVFD), Bill Baron (GI EMD/ GIFD), Melissa Boutin
8 (Treasurer), Ray Allen (GICSO), Adam White (GIVFD), Jacqueline Kelley (VDH), Mike Johnson (ILMFC),
9 Mike Murdock (NHVFD), Peter Clark (C/N FD), Shaun Coleman (NRPC), Shawna Pinette (Threat Owl, LLC)
10 and Harry Schoppmann (VEM).

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12 President Mike Murdock chaired the meeting which began at 7:00 p.m. followed by roll call. A quorum
13 was present.

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15 **Public Comment** – None.

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17 **Changes to Agenda** – None.

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19 **Election of Officers**

20 The President asked the Secretary for nominations from the floor.

21 Adam White nominated Mike Murdock for President. Ray Allen seconded. No other nominations.
22 *Mike Murdock voted in by majority as President.*

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24 Pat Robinson nominated Ron Kumetz as Vice-President. Adam White seconded motioned. No other
25 nominations.

26 *Ron Kumetz voted in by majority as Vice-President.*

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28 Adam White nominated Shaun Coleman as Secretary. Mike Murdock seconded. No other nominations.
29 *Shaun Coleman was voted in by majority as Secretary.*

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31 Pat Robinson nominated Deb Benson as Treasurer. Ray Allen seconded.

32 Adam White nominated Melissa Boutin as Treasurer. There was no second.

33 *Deb Benson voted in by majority as Treasurer.*

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35 The group thanked Melissa for her services during her tenure as Treasurer.

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37 **Minutes**

38 *Pat Robinson motioned for approval of minutes. Adam White seconded. Motion carried.*

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40 **Treasurer's Report**

41 The group reviewed Melissa's handouts which included statement from Community Bank (8/1-
42 9/2/2024) and Profit and Loss and Balance Sheet as of October 4, 2024. The closing balance through
43 September 2 was \$33,828.16. Deductions included 2 checks: 8/13 for \$9,575.00 for Shelburne
44 Dispatch: 8/23 for \$4,659 for UI Insurance. A deposit of \$14,840.70 was made on 8/30.

45
46 Total liabilities and equity as of 10/4 was \$29,169.16. Adam asked for clarification regarding the Net
47 Income amount of -10,346.41 on the balance sheet.

48
49 *Adam White motioned to accept Treasurer's Report. Pat Robinson seconded. Motion carried.*

50 *Peter Clark abstained.*

52 **Grand Isle Regional Emergency Management Committee**

53 **Committee Updates (THIRA, LEPC, TPW)**

54 Brandy reported they have not met. She attended the state emergency preparedness conference.

55
56 **Vermont Department of Health**

57 Jacquie reported:

- 58 • The MRC is available to deliver “Stop the Bleed” training to any organization that is interested.
- 59 • Applying for funding through an Operation Readiness grant for the Medical Reserve Corps to
- 60 support community preparedness activities.
- 61 • Funding will be used to support WIC families and services with go bags and family preparedness
- 62 kits. Also partnering with CVOEO for purchasing reflective vests homeless population.
- 63 • Chittenden MRC will be merging with Franklin-Grand Isle MRC for capacity building.

64
65 Ray asked if Jacquie would deliver training with Sheriff’s Department. Jacquie agreed.

66
67 **VEM Update**

68 Harry reported:

- 69 • EM conference was held last month and VEM was present at VLCT’s Town Fair.
- 70 • VEM in process of hiring 3 new state regional coordinator positions.
- 71 • Presentation on changes to the new Local Emergency Management Plan. Added some things and
- 72 removed some things and clarified what information was required and what wasn’t. Legislature
- 73 asked for changes to make the document for accessible. VEM used some standards set by the
- 74 state’s accessibility policy (fonts, colors). They also modernized references regarding people with
- 75 disabilities and functional access needs.

76
77 **Alburgh Hazard Mitigation Plan**

78 Shawna Pinette from Threat Owl LLC provide a presentation on the Hazard Mitigation Plan for Alburgh.
79 She was hired by the community to write their Hazard Mitigation Plan (HMP). She explained the FEMA
80 planning process, requirements and benefits of having an HMP. The presentation is part of community
81 stakeholder engagement efforts that FEMA requires for input on the plan. She solicited questions and
82 comments from the group and left her contact information should anyone wish to follow-up.

83
84 A brief discussion ensued about mitigation planning. The plans are on a 5-year cycle and it’s up to the
85 towns to make sure the plan remains a living document. There isn’t one plan for the county because
86 FEMA requires a breakdown of each community’s profile, capacities, policies, risks and goals so you
87 essentially would be writing each community plan plus a county plan. It is also difficult to get volunteers
88 involved in the planning process and there isn’t a lot of capacity for local staff to take on such a project.
89 Currently every town in the islands except Isle La Motte are updating their mitigation plan.

90
91 **Grand Isle County Mutual Aid Association**

92 **GICMAA Status**

93 Mike reported that he, Ron and Deb are working with Ann Cadmus from ABT Services on reinstating
94 GICMAA’s 501(c3) status.

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96 **FY26 Budget Discussion**

97 Mike read through a budget proposal including the following line items: Shelburne Dispatch, insurance,
98 propane, PO Box, site work for communications equipment, and supporting female firefighters camp.
99 The budget for all towns was set at \$50,257.

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101 *Pat Robinson motioned to accept the FY26 Budget. Adam White seconded. Motion carried.*

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County Emergency Services Coordinator Position

Bill presented a position description to the group that he and Brandy have been working on. Shaun provided some information to Bill on the SAFER grant and recommended hiring a grant writer with experience with SAFER grants. Ron has someone that has helped write grants for Alburgh Fire.

There was discussion about challenges with scheduling equipment testing. If all towns were on same SCBA testing schedule that would be beneficial for both time and cost.

There was a discussion on making the position a contracted position to GICMAA to reduce HR related costs. Bill reported that he has no intention of asking the towns to fund the position. He met with all the boards and they were all generally supportive but wanted to know costs and other details. Each department would have to support the position.

Bill asked the chiefs to discuss the position with their departments to see if there is support and report back next meeting.

App Based Response/Reporting Update – No report.

County Based Wildland Firefighting Asset

Mike reported that he may have found a funding source. However, his preference is to have another department pursue acquiring it. North Hero VFD is focused on raising funds for a new station with property taxes increasing. He may have found a funding source as well. There was some discussion on the specs and trailer. Mike will bring quotes he received to the next meeting.

Department and EMD Updates

North Hero: Brandy reported the town is working on their Local Hazard Mitigation Plan update.

Grand Isle: Bill B. reported the town is waiting to see if their LHMP will be approved by FEMA.

Adam reported that GIVF will be replacing brush fire truck with light utility vehicle.

There was a quick poll on hand tools. Most departments use Milwaukee Tools. Johnson Farm and Garden is great to work with for acquiring Milwaukee Tools

South Hero: Pat reported the fire department will need a new tanker in next 4 years. Also, Jenn Shulz is new South Hero Rescue Chief and Troy Toth is the Assistant Chief. Troy will be coming to the meetings.

Isle La Motte: Bill J. announced that Roy Rowe, the founder of Isle La Motte Fire Company, passed away last weekend. There will be a funeral on Oct. 11 at Heald's in St. Albans. An honor guard ceremony at the Alburgh Catholic Cemetery will be on November 2.

North Hero Fire: Mike reported there is a bond vote in January for new fire station.

Clarencville/Noyan: Peter keeps trying to fully retire after 51 years of service.

Sheriff: Ray cleaned out the old CERT trailer. There are two generators, traffic signs, LED lighting, etc. in trailer if needed.

Other Business –

- Sheriff working with schools on active shooter drills using Run, Hide, Fight.
- Regional Dispatch Meeting next Tuesday at 6:30 at Sheriffs Department with Commissioner of Public Safety. Ron is on state committee.

153 • Pat will be working with Sheriff on next steps for Critical Incident Response Team training.

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155 **Adjourn** - *Bill motioned to adjourn. Pat seconded. Motion carried.*

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157 Meeting adjourned at approximately 9:15 p.m.