



Cal-Essex REMC Meeting Minutes

DATE: Wednesday, December 3, 2025, **TIME:** 1pm

LOCATION: Barnet Fire Station, also available via ZOOM.

The meeting was called to order at 1:06pm by NVDA Coordinator Molly Dockter

Introductions

Those attending in person were Zachary Borst- Vermont Emergency Management, Molly Dockter-NVDA, Robert Starbuck- Peacham EMD, Roger Leroux- Waterford EMD, and Brad Reed- St. Johnsbury EMD. Those attending via ZOOM were Rebecca Petelle- VT Dept. of Health, Keith Wooster-Kirby Representative, Glenn Herrin- Danville EMC

Review/Vote

The minutes from June 4, 2025, were reviewed and voted on as there was a quorum with 4 additional proxy votes. Brad Reed made a motion to approve the minutes, second by Robert Starbuck. Motion passed.

Presentation/Discussion by Zack Borst- After Action Report (AAR)

for October 1 tabletop exercise- Incident Support Plan. Zack gave an overview of the AAR including strengths and weaknesses.

Communications- Keith asked what kind of comms we need and whether or not we can afford them. Zack responded that there is no singular collective and that dispatch does not cover all of the region- currently no regional system available. Zack did stress that agreeing on standard reporting would make communication between towns more straightforward. Brad asked if the REMC could help build out a comm plan. Zack responded that yes, we can start by building on the current EMD map, and that it would be a component to the IPP (Integrated Preparedness Plan) and ISP (Incident Support Plan). Call down group was discussed and

PO Box 630 36 Eastern Avenue, Suite 1 St. Johnsbury, Vermont 05819-0630 802 748-5181 Fax: 802 748-1223

THE REGIONAL PLANNING AND DEVELOPMENT COMMISSION SERVING THE NORTHEAST KINGDOM:
CALEDONIA, ESSEX AND ORLEANS COUNTIES
NVDA is an Equal Opportunity lender, provider and employer

Zack asked Glenn (as VEM rep) if we could create a regional VT Alert group- he said yes and that it could be a tool of immediate use.

Regional EOC- Zack then brought up the topic of identifying regional EOCs (Emergency Operations Centers)- he stated that this would help to capture local resources and make them more available and visible. Initial thoughts are 2-3 regional EOCs would be ideal. Brad asked if an EOC would also serve as an area command and EMDs would relinquish control. Zack said not necessarily- it would be more to help people look locally than to a state level. Roger asked how this would look for local resources and how we would account for expenditures. Zack said the intent is not to take away local authority but rather make the process more efficient- based on mutual aid agreements. Keith noted that it does need to happen, but has questions about logistics such as space, people, and authority needed as well as a central location that is not prone to flooding. Zack responded that a regional EOC is a high end goal, but one with many details that will need to be unpacked and tested.

Regional EMD assessment- Zack mentioned that diverse REMCs can provide diverse, strong planning. It also helps to take the burden off the same people who have been volunteering (typically fire department, etc). Robert mentioned that Peacham is separating fire from EM to spread out the workload and so far it is going well. Brad asked if the state or REMC could draft contracts to use during disasters that would help simplify FEMA funding and reimbursement. Zack said he was unaware of anything currently and recommended to document everything along the way with photos and notes when possible.

Presentation by Zack Borst- EMD 101

Meeting time was nearing an end so it was decided to take this on in the next meeting. All information is available here <https://vem.vermont.gov/document/developing-your-emergency-management-program> and Zack will discuss at the next meeting.

Discussion/Vote- Bylaws

Table until further notice. With federal funding in flux it was decided to table bylaw revision until after there is more certainty.

Update- VEM

Zack stated that the disaster declaration was appealed for 2025 flooding- still no word back. Spring flood seminars are coming up in January- see <https://vem.vermont.gov/> for additional information. Zack reiterated that spot weather forecasts are available and helpful when planning for storm impacts. SBA loans are still available to those who were affected by flooding. Remember to check the newsletter for up to date information including training and funding opportunities. Specifically, Zack highly recommends the Sporting and Special Event Evacuation and Proactive Actions training on March 17th and 18th, 2026.

Adjourn

Brad- motion

Roger- second

All in favor- 2:40pm