



Orleans-Essex REMC Meeting Minutes

DATE: September 14, 2026

TIME: 1pm

LOCATION: Glover Fire Station

The meeting was called to order at 1:00pm by Phil Brooks

Those attending in person were Emily Harris- VEM; Molly Dockter- NVDA; Maurice Doyon- Westfield EMD; Michael Sanville- North Country Hospital; Travis Bingham- Newport City Police Chief and Vice REMC Chair; Phil Brooks- Glover Fire Chief; Andrew Jensen- VT State Police, Owen Ballenger- State Police; State Police and Maghan Wayland- kuRRve. Those attending via ZOOM Rebecca Petelle- VT Department of Health; Michaela Olin- American Red Cross; Jenna Nemeth- Derby Line; and Tom Howell- Jay Peak.

Review of Minutes – May 18th Orleans-Essex REMC Meeting – Chief Philip Brooks- could not pass due to lack of quorum.

Glover Exercise Overview and discussion of future regional exercises/trainings – Chief Philip Brooks

- August 28 Tabletop Exercise, simulated a dam breach on Shadow Lake in Glover
- Rewrote the emergency action plan (EAP), approved in May by the Selectboard, put it to the test in the exercise.
- Focus was on how Glover would respond.
- Discovered they had no updated MOU with the school for sheltering.
- Learned about optional involvement of dispatch from Newport. Either leaning on Newport dispatch or bringing a dispatcher to Glover.
- Good to have the Red Cross involved and make a fresh contact.

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- Do a follow up field exercise with specific task (example: contacting and evacuation)
- Selectboard adopted VT Alert
- Working on a communications plan currently for Glover
- Emily's points:
 - Since space was limited, the invitation list did not include all towns in the region. Do we consider a larger event? There was a lot of discussion and interest.
 - Tentative statewide exercise date in October 2028- north of Route 4 statewide exercise.
 - ICS402- executive level incident command system training- 4 hour class, needs a minimum of 5 people to have a class in the region.
 - G191- ICS EOC interface- 8 hour class- need a minimum of 8 people to bring to the region.
- Michael Sanville mentioned that it would have been helpful to have a field-site visit to view the dam.
- Chief Brooks mentioned that road foreman, selectboard, etc would like to run a field exercise, but they will likely focus on something specific like evacuation/sheltering or communication. They will also work on a communications plan for the residents in the inundation zone.
- Megan asks if there is any idea of how long it would take to reach everyone in the inundation zone. Chief Brooks says that the inundation maps do give timing, but they do not take into consideration other factors such as additional obstruction by the dam that might spread the water to other areas. That could alter timing.
- Molly asks if there is a way to share out the information to other towns to help jumpstart their own exercises. Emily responds that the town decides how to share their information and Phil expands that he would be more than happy to share out.
- Chief Brooks asked how VT State Police would respond and discussion ensued regarding how and when they would respond.

Incident Support Plan review – Emily Harris and Phil Brooks

- We will need to decide, both as an REMC and at a town-level, what information should be included in the ISP.
- Some LEMPs check a box noting that EMD contact information should not be shared, whereas others note that it can be shared with neighboring communities.
- Travis recommends that the information could be centrally located at dispatch in their Valcour system. Emily will update the ISP with dispatch information so EMDs will be able to contact dispatch if they need more contact information.
- Consider contacting member communities to see if LEMPs can be shared with Newport PD dispatch.
- Discussion ensued regarding the best method to confirm information and the ability to share
- Michaela offered that the Red Cross should be included for a contact.
- Actions:
 - Molly will contact all towns to see if EMD contact information can be shared with the “broader REMC” community (Red Cross, VT Dept of Health, etc)
 - Phil would draft a letter to REMC member communities that are open to sharing.
 - Emily will furnish Travis with EMD contact list, update ISP with dispatch info, and email Molly the ISP to confirm town info and shareability.

Update/Discussion - EMD/EMC lessons learned, ideas, needs, etc. – Chief Philip Brooks

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- Phil wonders if there is any interest in ICS 402 (5 people needed- 4 hour class) or G 191 (8 people needed- 8 hour class). Possibly January- Phil can host in Glover.
- Emily reminds that all towns should adopt NIMS per their LEMP.
- Becky Patelle reports that The Vermont Department of Health and the Medical Reserve Corps. would appreciate you completing our Emergency Preparedness survey. Once finished, you can enter to win one of fifty \$20 Dunkin gift cards! Closes at the end of September.
<https://survey.alchemer.com/s3/8952211/VEPNA-Online>
- VOSHA inspections happened in both Glover and Newport- Project Work Safe (assistance arm of department of labor)- <https://labor.vermont.gov/workplace-safety/project-worksafe>
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Vermont Emergency Management Update - Emily Harris

- Zack Borst has left VEM for a job in Washington DC. His position is posted until 10/1
- We now have funding to pay for NVDA to perform work for Vermont Emergency Management. Molly will start taking over REMC duties, including REMC notes effective this meeting.
- The conference will be in Burke on 9/23 & 9/24. Registration is required to make sure we have enough space and food - please register now. If we run out of space, there is a virtual track where you can watch selected sessions - and that registration has no limit.
<https://vem.vermont.gov/conference>
- For anyone planning a large event - we've updated our annex. Large Event Planning Annex It now includes additional information we've learned since it was published 2 year ago, including fire safety permit, event stop information, and staff/volunteer evacuation walk throughs.
<https://vem.vermont.gov/document/large-event-planning-annex>
- September is preparedness month. Please help prepare folks in your town for whatever emergencies they may encounter - we have Family Emergency Preparedness Workbooks, CARE rack cards, VTAlert cards. You can also reshare our social media messages.
- We next have our EMD course coming up virtually November 4&5, 1-5 each day or January 13 & 14, 1-5pm each day. Registration is through the state's learning management system:
<https://vem.vermont.gov/training/trainingprogram>
- FEMA's IS 200:
<https://training.fema.gov/programs/independent-study/courseoverview.aspx?code=IS-200.c&lang=en>
- FEMA's IS 100:
<https://training.fema.gov/programs/independent-study/courseoverview.aspx?code=IS-100.C&lang=en>

Plan for next meeting discussion/presentation - Emily Harris

- November 9, 1-3pm
- VT State Police Barracks, 35 Crawford Rd, Newport, VT 05855