



Meeting Minutes

Meeting Description: IEMAC Spring Meeting

Report Date: **Location:** Dartmouth, Nova Scotia, Canada
Meeting Begin Date: May 14, 2013 **Meeting End Date:** May 15, 2013

Present: See Attached Attendees List

Regrets: William Hackett (CT), Edward Johnson (RI)

Invited Guests: Steven Kempton, Public Health Agency of Canada, and Bob Robichaud, Environmental Canada

1.0 Proxies: Jennifer Harper for Perry Plummer (NH)

2.0 Approval of Minutes: Fall 2012 (RI) minutes were approved. Final documents will be translated and posted to the IEMG website.

3.0 Annual Report: The next annual report will be available for review July 2013. The Co-chairs asked for all directors to send contributing documentation to them so they may assemble the next Annual Report.

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. 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 this meeting are being posted in the member only section of the site.

8.0 Telephone Exercise: The biannual telephone exercise was not completed prior to this meeting. Exercise will be performed at a later date and results will be distributed.

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:

CT – Not present but Mary Keating (Dept of Health) reported via telephone that the state is still currently working 5 federal disasters; June 20th there is a state wide mutual aid exercise scheduled; Public Health Symposium recently held and went very well; and H7N9 planning has begun.

ME – Director McAleer reported that Maine again has been pretty lucky as no “major” events have happened again this reporting period; completed the 5th Annual Partners in Emergency Preparedness Conference in April and had close to 700 participants. Guest speakers from Sandy Hook Response had the audience spellbound; Federal government has delayed the release of funds needed to operate the agency



therefore the agency will have to borrow state money until federal funding comes in. In addition there are also state budget issues; Successful CAUSE exercise with the province of New Brunswick; Mid planning conference for Vigilant Guard exercise held mid-May, looking to incorporate the IEMAC forms and board into this exercise. Several hundred NG expected to participate; Cyber Security perhaps the largest “threat”, MEMA and Office of Information Technology joining forces to combat this; Rob currently chairing the committee for the North American Mutual Aid Agreement.

MA – Director Schwartz described in detail the April 15th (Patriots Day) Marathon bombing indicating that the systems and processes in place worked and will give a full report/presentation at the IEMG Fall meeting. Agency is now trying to define the “new normal” for event planning and will focus on the July 4th Events with caution and concern; MEMA finalizing several plans – Mass Care Shelter, Evacuation, Public Messaging and Alerting, hurricane inundation mapping, and state wide satellite phones; 2 Day Emergency Conference scheduled for May 28-29th; Events: February Blizzard imposing a state wide driving ban before the snow started. 40 inches fell in less than 24 hours and all 14 counties declared public assistance (10 of these counties recorded record snowfall)

NB –Director MacCallum reported they are still doing PA recovery operation; Ice Jams and Wild Fires caused concern; Point Lepreau TTX on Nuclear EM Response being planned; Emergency Measures was provincially regionalized and EMO staff has increased by 8 and there were no budget decreases this cycle. Staff and municipal personnel training to get underway underway; Successful CAUSE 2 experiment with the State of Maine, ongoing; Made technical changes to the Operations Centre changing from ESS to Sentinel Systems.

NH – Jennifer Harper (proxy) reported there were some changes in leadership: Chris Pope retired in January & longtime IEMG delegate Don Keeler retired in April, appointed new acting capacity Homeland Security Advisor & Director Perry Plummer, appointed new Operations Chief Jennifer Harper, and leaving 8 agency vacancies. Agency Reorganization scheduled for late spring/summer. Happily the newly elected Governor is very engaged in HSEM; Fewer EOC activations and events made room for more training. Looking to do more EOC training with state partners (ERT); Alternate EOC locations are in discussion; Since the school shooting in Connecticut NH has upped their school planning and every school now has to have a plan and practice evacuations; Events: Several wildfires reported, nothing lost and upcoming July and September Nascar Races.

NL –Director McCormack reported the EOC now has a satellite phone and they are trying to determine who else has the same connections; Deputy Minister position vacancy; Dianne Smith from the Dept of Justice (long time IEMG delegate and Legal WG co-chair) was laid off in March due to budget cuts. **IEMG legal needs to be looked at now**; Also losing Deputy Minister who is moving onto a new portfolio; Events: Major snowstorm in January caused some issues including public transportation and refueling stations being closed; Sea Ice (60 mile wide) came ashore in March causing alarm and blocking the ferry service to island. The coast guard was asked to assist moving resources. April rain/snow event caused road infrastructure damages; Funds have been allocated for a new provincial 9-1-1system being introduced by 2014, currently under EMO.

NS – Director Lathem reported that there have been a number of changes with EMO-NS as the EMO is now under the Department of Justice. Reorganization had taken place causing a 15% reduction in staff, however a new Director of Provincial Operations was able to be hired; Heavily committed to the Incident Command System as all police, and some Search and Rescue and other federal and municipal response folks are trained; 9-1-1 retrofit because of switching of vendors. This has been a huge undertaking but everything transitioned smoothly with no loss of service; Building policy on public alerting to assure it is being utilized properly, testing is ongoing and focus will be on radio broadcasts rather than TV; Operations & Events: 150 wildfires have been reported but so far no major problems, preparing for hurricane season, and have held multiple exercises with municipalities; Municipalities have become more robust and their plans have been updated and approved but the events are also getting more severe.

PEI – Director Campbell reported that they are in heavy coordination with the provincial health partners and Incident Command has been adopted. ICS 200, 300 and some 400 being trained. Additionally a recent



exercise on Mass care and deploying resources was completed with the Health Partners; Operationally quiet, no weather issues but a potential request to deploy resources created excitement within but the request was never made; Next generation radio project ongoing; Updating the Emergency Preparedness guides. These guides are used for special needs, elderly and newcomers to the province and these are located on their website.

QC – Director Laroche reported the province was relatively quiet event wise reporting a few spring rains and some wildfires reported but nothing major; Operations has also been quiet allowing time to review plans; Search and Rescue capacity for the province is an issue and is currently being addressed; Looking to become more active with social media outlets such as Facebook and Twitter; Reviewing mitigation projects and looking to invest 70 million this year; no budget for CBRNE (Chemical, Biological, Radiological, Nuclear, Explosive).

RI – Director Murray reported they also participated in the NLE12 which was the beginning of a rather busy summer for RIEMA; Vigilant guard exercise to follow (guard response to catastrophic event); Tall Ships and America’s Cup races were both held here; Hurricane/Tropical Storm Sandy did transform the shoreline to the community of Block Island as well as other coastal areas. The famous “Cliff Walk” was significantly damaged and some home damages were reported; Deployed EMAC Emergency Management team and State Police Teams to New York for Sandy Response. Looking to finalize IEMG involvement and sign sometime in the next few months.

VT – Director Flynn reported restructuring began 2 years ago and agency is now called Emergency Management & Homeland Security; Renovations to EOC complete after issues from Hurricane Irene, there is discussion of moving EOC to another location in a year or so; Asked legislature for funding for recovery/mitigation positions; Initiatives: Vermont Yankee Nuclear Plant must provide for sheltering for 20% evacuees. Preparing for a graded exercise June 5, 2013; Will begin soft rollout of a simple streamline evacuation notification process called “Vermont Alert” on July 1st. May be able to show a snippet at the Fall meeting with outcomes; Working on Deep Thunder Project with IBM. This will hopefully give them ability to forecast weather 3 days out. IBM was looking for a small state with the IBM footprint and 72% of VT is connected by one Power Company.

- 10.0 Board of Directors:** Lengthy discussion on Sustainability and Structure of the IEMG. The Directors felt the shortened director focused, smaller environment; meeting was the better option at this point in time and will continue this approach at the fall meeting. In summary the majority of the board feels face to face meetings holds value and will continue but will be discussed again at the fall meeting. Co-chairs will schedule conference calls with the board.
- 11.0 Operations Manual:** The latest version of the Operations Manual has been approved by the board. Rob McAleer (ME) will make a handful of agreed upon changes and the finalized version will be distributed to the board and available on the website after translation is completed. The Current version is still available at www.iemg-gigu-web.org.
- 12.0 Strategic Planning:** Reviewed the 3 goals previously identified by the group. Some Action Items were identified.

Action Items:

- IEMG on the agenda in September 2013 for the Council of New England Governors and Eastern Canadian Premiers meeting. Co-Chairs will be presenting
- Operations Manual Version 10 was approved
- WebEx Processes and instructions – it appears this tool is recommended for use during conference calls. Aaron Campbell will follow up
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- 13.0 Presentations:** Tony Eden (NS) and Jennifer Harper (NH) gave a presentation on IEMG101, A History of IEMG; Federal Emergency Medical Help, Comparison and importance of US & Canadian Emergency Support Functions presented by Steven Kempton, of Public Health Agency of Canada and Greg Banner of the US Department of Health & Human Services; Hurricane & Weather Patterns for the USA and Canada: Past & Future Trends presented by Bob Robichaud a meteorologist from Environmental Canada.

All Presentation will be made available on the IEMAC website.

- 14.0 IEMG & Use of Social Media and Emergency Alerting Systems:** Director Discussion on the use of Social Media. The Group thinks it is a good idea because messages can be pushed out to the public quickly. But not every jurisdiction is using it because they do not have the resources. You have to dedicate someone full time to social media because it can get out of control. Some jurisdictions are not sure what information to put out and when they do, is it enough information? There is no national consensus on this nor does everyone in your state or province use social media. Those jurisdictions that are using social media say it is going well for them. Dave McCormack (NL) mentioned sending out a social media survey to all directors.

15.0 Additional IEMG Information:

Allen Phillips (MA) and Faith Mayer (ME) will be asked to do webinar training on the IEMAC Forms for the Canadians and Federal Partners (the individuals who would be completing the forms) who would be participating in the Maine Vigilant Guard Exercise in early November. Looking at webinar dates for Late August or September.

Email distribution lists, Google groups distribution lists and jurisdictional contact sheets will be updated.

The motion to create an IEMG Fire Services Working Group was tabled for board discussion

16.0 Fall 2013 Meeting Dates & Agenda Items

The Annual Fall Meeting will be held in Connecticut but the exact location is unconfirmed at this time. Scheduled dates are November 20-21 2013. Details will be posted on the IEMAC website. Prince Edward Island is scheduled to host the spring of 2014

- After Action Report on the “Ice Storm” TTX held in Rhode Island (previously scheduled)
- Boston Marathon Bombing
- Vermont Alert Report out
- CAUSE Presentation (previously scheduled)
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17.0 Appendix

- Attendees list