



Meeting Minutes

Meeting Description: IEMAC Spring Meeting

Report Date: August 22, 2012

Location: Fredericton, NB, Canada

Meeting Begin Date: May 29, 2012

Meeting End Date: May 31, 2012

Present: See Attached Attendees List

Regrets: Kurt Schwartz (MA), Bill Hackett (CT) Edward Johnson (RI), Raymond Laprad (RI)

Invited Guests: Steve Winters, Capt. Steve Hebert, Marc-Andre' Lefebvre & Mark Leach, 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); Rob McAleer (ME) for Bill Hackett (CT); Allen Phillips for Kurt Schwartz (MA)
- 2.0 Approval of Minutes:** Fall 2011 (VT) minutes were 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. 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 completed during regular business hours on March 6, 2012, with assistance from Maine, utilizing the contact numbers listed on the communications exercise guide. Exercise Summary – One Jurisdiction has new staffing with no knowledge of the IEMG. After exercise that person was called and briefed. The remaining jurisdictions tested perfect.
- 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



ME – Director McAleer reported that Maine has been pretty lucky as no “major” events have happened again this year; Recent fire aboard a Nuclear Naval Submarine at Portsmouth Naval Shipyard. First responders were local volunteer fire fighters and they responded extraordinarily well having never been on a submarine. Unsure if the sub is repairable at this point; Virtual Maine is up and running in the EOC, continue to work out some bugs; MEMA looking into buying 2 antennas for different locations along the border to improve communications as part of the BIDP (Border Interoperability Development Project); Also developed a recovery plan covering the 6 Recovery Support Functions.

MA – Allen Phillips reported the EOC upgrade and renovations have begun to include new technology and furniture, and HVAC system. Upgrades should be completed by mid to late June. In the meantime, MEMA is currently working out of a make shift EOC. Also the mobile EOC is being redesigned to an Emergency Operations trailer that will be handicap accessible; MA assumed role of National Coordinating for EMAC, with Allen serving as chair; Held the 1st hurricane conference in 2011 and will be hosting again in 2012. Looking to expand and include the IEMG partners; Assets were provided to the Portsmouth Naval Shipyard incident.

NB –Director Greg MacCallum reported the province has had a busy winter and spring; the Point Lepreau Off site plan was rewritten and a major exercise was run to validate the plan, with favorable results; In March '12 the province had some major ice jam flooding resulting in 30 million dollars in DFA and ongoing; Point Lepreau Generating station should be up and running either late fall or early spring '13 and has a decontamination exercise scheduled later in the year; 6 new regional planners being hired in near future and new planning officer starts June 4.

NH – Director Pope reported that the Deputy Director position has been filled by Steve Temperino, who came with experience as a former police chief and marine; Several small incidents required EOC activations; The Portsmouth Naval Shipyard incident was quite intense but overall the coordination and communications for the shipyard proved to be great; Held a 2 day FEMA graded ingestion pathway exercise at Seabrook. The new State Plan was included and this time the exercise was FEMA evaluated instead of contracted evaluators; Will soon be participating in the NLE2012 (National Level Exercise) along with ME, MA and VT. The exercise will be a cyber security exercise; Will be revamping the emergency alert system; The State Public Preparedness Conference (All Hazards) is scheduled for June 4, 2012 in Manchester.

NL – New Director David McCormack reported that on the very first day on the job their was a wind storm event on the northern peninsula; Northern Labrador municipality had issued a state of local emergency because of a water issue. The issue has since been resolved; Several small fire events have kept the EOC busy; All municipalities have until the end of the May 2012 to do their emergency plans. These are 95% complete. The last 5% (smaller communities) will be a challenge; National public alerting system has been signed off on for NL

NS – Terry Lynn Slaunwhite reported that Director Lathem sends his regrets and NS plans to host next spring. Director Lathem still playing dual roles as he was promoted to the Executive Director of EMO Nova Scotia; Quiet spring has allowed lots of planning and mitigation. The slow period also allowed the EOC manager to do technical upgrades to include a trial period on the Everbridge Notification System, that EMO-NS hopes to continue; Now have a 24 line field deployment system that works off a satellite; Ground Search and Rescue has purchased some new technology; Several training and exercises going on; Trying to develop a Canadian version of Incident Command System (ICS); In June all of the 9-1-1 PSAP's will be getting new equipment and training on that new equipment.

PEI – Director Campbell reported they are under a new government mandate with fiscal pressuring for 3-5% reduction with 0% increase. The department has lost some staff and this reduction has had an impact on resources for business continuity; The maritime radio communications project was terminated due to the fiscal issue; They have a partnership with the Centre for Security Science producing a consolidated risk assessment mainly focusing on the confederation bridge risks; Hosted “Broken Link” exercise (Confederation Bridge) identifying some lessons learned and will be working on correcting those. Training expanded to include ICS 200 and ICS 300 and the training calendar is quite full; Partnered with NB EMO



to do the exercise design for Point Lepreau; Significant planning on mass gathering events. Working with partners, government agencies, health agencies and developed a planning and response guide; Currently looking for an alternate EOC location. The alternate space that was identified was not the property of Emergency Measures PEI; Have done a Coastal Zone Hazard Analysis with the municipalities. Coastal erosion is happening more and more. The municipalities are starting to take climate change a bit more seriously.

QC – Director Laroche reported there were 3000 claims last year due to flooding. 95% of these claims have been paid; Has been a quiet spring until the week of the meeting as there is flash flooding reported in Montreal, a few forest fires, and most recently 2 Tornado warnings

RI – No report

VT – New Director Joe Flynn reported that the jurisdiction is still in recovery efforts in some communities from Tropical Storm Irene. There was an extensive AAR done and the final report should be issued very soon; Staff still incorporating in the new EOC (temporarily displaced by Irene); Working on connecting the EOC with the 60 State Police Cameras and weather data.

10.0 Operations Manual: Currently being revised by the Operations Working Group and Rob McAleer (ME). Current version is still available at www.iemg-gigu-web.org. The revision will be available after board approval.

11.0 Strategic Planning: Review of the 3 goals previously identified by the group. Break down of assignments and status is located in Appendix B.

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

12.0 Presentations: Allen Phillips (MA) gave a presentation on Resource/ EMAC Processes and reviewed the newly reformatted IEMAC request for assistance forms; Peter Coffey and Joe Flynn (VT) gave their presentation on the Vermont Disaster Recovery Process; Craig Oldham of the Canadian Government Operations Centre gave a presentation on Cross Border Emergency Management support; and Mark Gillian and Lew MacDonald from the Centre for Security Sciences gave a presentation on Capability Based Planning and Strategic Opportunities. Greg McCallum (NB)

All Presentation will be made available on the IEMAC website.

13.0 Additional IEMG Information:

Canadian Co-Chair – Identified David McCormack of Newfoundland Fire and Emergency Services to replace Aaron Campbell (PEI) at the end of 2012.

Fall Conference 2012: The Annual Fall conference will be held in Newport, RI November 26-28, 2012. Details will be posted on the IEMAC website. Nova Scotia is scheduled to host in the spring of 2013.

Email distribution lists and jurisdictional contact sheets will be updated

The Host Manual was changed and available on the IEMG website.

The New England States are participating in a FEMA exercise in June focusing on Cyber security and interruption. The Canadian provinces were asked if they would like to participate in a side exercise sending the IEMAC I-Req forms back and forth. Tara will distribute the forms electronically via the googlegroups email distribution list and include the members not able to receive emails from that list.



14.0 Fall Meeting Agenda Items

- Tabletop Exercise IEMG Operations Manual
 - Moving people and goods across the border
- Approve new Canadian Co-Chair
- Continue Strategic Plan work

15.0 Appendix

- Attendees list
- Strategic Planning breakdown of assignments and status