



Meeting Minutes

Meeting Description: IEMAC Spring Meeting

Report Date: June 2, 2014 **Location:** St. John's, Newfoundland, Canada
Meeting Begin Date: May 6, 2014 **Meeting End Date:** May 7, 2014

Present: See Attached Attendees List

Regrets: Bill Hackett (CT)

Invited Guests:

- 1.0 **Proxies:** Terry Lynn Slaunwhite for Andy Lathem (NS); Mike Russas for Kurt Schwartz (MA)
- 2.0 **Approval of Minutes:** Fall 2013 (CT) minutes were approved. Final document will be translated and posted to the IEMG website.
- 3.0 **Annual Report:** The next annual report will be available for review July 2014. Co-chairs are currently collecting information to draft the annual report.
- 4.0 **Bi-Annual Telecommunication Drill:** This was not completed prior to the meeting however NL Fire and Emergency Services indicates that it will still run the drill and will send a report out to the directors.
- 5.0 **Definitions & Acronyms:** To be reviewed annually.
- 6.0 **Legal Status of IEMG:** All 11 jurisdictions are officially full members of the IEMG.
- 7.0 **Administrative Support Position (Secretariat):** No changes as the State of Maine will continue to hold this position.
- 8.0 **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 website. Member only section contains non public information. Presentations from this meeting are being posted in the member only section of the site.
- 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:

ME –Director Fitzgerald reported that Maine had several small events such as propane supply shortage, spring flooding/Ice jam and the Christmas Ice Storm that resulted in power outages for multiple days. Utility and debris removal crews were brought in to assist in restoration; Held a recent Dam exercise that included the EMONB personnel and the border patrol. Maine will be doing more Canadian cross border collaboration in the next reporting period; MEMA sent personnel resources to Massachusetts to support the 2014 Boston Marathon security detail. This was done via and IEMAC request (will be reported on separately); Recently held the 6th annual Maine Partners and Emergency Preparedness Conference with



record attendance, over 600 attendees; MEMA is continuing to work on cross border initiatives; cyber related issues; and beginning to discuss climate change with DHS.

MA – Michael Russas (Proxy) reported that there is ongoing work on the AAR (after action review) and hope to have this completed by August. Extensive planning initiatives began because of the 2013 event. MEMA Created a video for basic guidelines for law enforcement, keeping the guidelines generic so can be used for all major events; Held a pre-marathon TTX that favored very well and best practices were rolled into the plan. A comprehensive plan for the 2014 Boston Marathon was created pulling together multi agency coordination training over 700 first responders in preparation for the event. Over 250 personnel were staffed in the EOC for the event, all collaborating very well; An EMAC grant was made available from FEMA to develop 350 mission ready packets, “MRP’s”, which outline and detail all possible assets that would be involved and/or requested; National Level Exercise is scheduled for June; Also started a Hurricane Preparedness campaign for public awareness called “Know your Zone”.

NB –Director MacCallum reported that New Brunswick has had an eventful winter with a major ice event, train derailment, fires, power outages, continuing snow, the formation of an ice jam and flooding throughout the province with a current financial value on the flooding as 13 million and counting. Sentinel Services (operating system in the OPS center) is currently being used; Adopted the provincial flood mitigation strategy; Several exercises on the schedule and NB much more proactive in Railroad safety

NH – Director Plummer reported that NH has had a busy winter but fortunate no big disasters; Continue to work on some presidential declarations for flooding in areas where flooding has never occurred before. Flash flooding occurred so no one had insurance coverage; Have begun a study on flooding, in coordination with the government, to determine where flooding continuously occurs, money spent, and develop a map system all to develop a master plan to mitigate flooding; Community public awareness campaign to include television adds to get people prepared; School safety continues to be on the forefront as schools are wanting EMPG money for training, security, camera’s etc. The focus is to have technology available between teachers and first responders for immediate communication in an emergency were to happen using pre-scripted messages. This initiative was very well perceived; Fusion center working with police and fire dealing with an exploding heroine epidemic; Coordinating staff resources for the July NASCAR race and Canadian Premiers visit scheduled the same day on different sides of the state; Information sharing with railroad to identify what is being carried through the state; Experienced a coastal dock shut down because of propane shortage but these operations are starting again; and Working with Vermont in the decommission of Vermont Yankee.

NL –Director McCormack reported there have been several events during this reporting period including a train incident in Western Labrador with 200+ passengers on board during severe cold weather, an ongoing fiber optic issue, hydro station down causing power outages, record wind events, several fiber optic and water freezing events and several back to back storms with additional outages, some lasting up to 40 hours. Warming shelters were opened to accommodate those with power outages; NL is the entry point for trans-Atlantic flights and there have been over 100 diverted flights; Significant event caused by very extreme wind chills in December and January; ICS training is ongoing; and Preparedness 72 Hours campaign for individuals being endorsed.

NS – Terry Lynn Slaunwhite (proxy) reported that as of April 1st NS has had another administration change with a new deputy minister and commissioner and department as the EMO office is now part of Municipal Affairs. Somewhat seamless transition for the EMO division; Had a manageable winter with minor power issues and watching some potential flood areas; Joint operations center/ EOC is going to be revamped to become a Provincial coordination centre. In 2015 the MacDonald Bridge is going to have a major overhaul where large portions of the bridge deck will be removed and replaced; we are building an exercise around that and the scenario will be what happens when we lose a piece of deck from the bridge; a working group has been created for this project; The NS 911 system went through a major overhaul last spring. 2 huge advancements are on tap for the hearing impaired and 911 operators having the ability to locate callers on cell phones in a matter of seconds.



PEI – Director Campbell reported that they had some small weather and hazardous material events but all ended favorably; Collaborating with hospitals to coordinate business continuity plans continues; PEI working on Radio System Implementation and 9-1-1 upgrade; Held Emergency First Responder Conference that lasted 2 days with sessions offered on strategic planning, emergency management, and services available to First responders; In 2014 PEI is celebrating the 150th anniversary of conception of Canada. PEI has a very busy year ahead working with security and planning for this celebration, including some high profile visits (Royal Family & Canadian Premiers meeting).

QC – Director Laroche reported the province has elected its first female minister in the provincial history for a 4 year term; Over 800 participated in the Emergency Management and Fire Safety Conference which was a major increase in participation due to all the recent events; Several exercises were held; Lac Magantic continues clean up and rebuilding; Several flooding events, some affecting the same communities multiple times and identified/recognized that some communities were just not prepared; Senior home fire resulting in several fatalities. Investigation identified that ½ the home had working sprinkler system and the other ½ did not.

RI – Director McDonald reported that RI activated their EOC frequently over the winter but thankfully no major events; State salt reserves were depleted but RI was able to obtain salt from Connecticut to make it through the season; Cyber security has been implemented at the state level, currently response driven but working on planning; School planning ongoing; RIEMA sent personnel resources to Massachusetts to support the 2014 Boston Marathon security detail. This was done via an IEMAC request (will be reported on separately); Updating evacuation plans and shelter information to now include the seasonal population; a recent circus event was handled efficiently and rapidly but the 1st responders.

VT – Director Flynn reported that they fully activated their EOC for the December Ice Storm (Presidential declared); they have 9 open disasters they are currently working; Reported that Lake Champlain had frozen over for the first time in several years; Drill at Vermont Yankee was held in February. EMA continues to manage all of the unknowns and discussing economic repercussions regarding the de-commission; Duty Officer is now being referred to as Watch Officers to collaborate with the State Police; Vermont Alert rolled out in the month of October; the system was bought from New York; there has been very positive feedback and residents are signing on to be informed of what is happening in their state. Currently over 6700 subscribed users; VT Continue to work on various issues including a mitigation issue with FEMA, sheltering pets, statewide opiate issues, Tuberculosis case and cyber operation readiness.

- 10.0 Operations Manual:** The current version is available at www.iemg-gigu-web.org. There was discussion on how to update the existing Operations Manual as the IEMG Bylaws state that the manual needs to be reviewed annually. Some changes were suggested based on recent events/questions and those changes will be drafted by the Operations Working Group for board review and vote. RI has offered to work on the initial changes and send for review of the board then the Legal Working Group. Revisions hope to be finalized before the fall meeting.
- 11.0 Strategic Planning:** The group agreed that the existing strategic plan requires re-tooling and re-prioritizing the work in the coming 3-5 years. Tony Eden (NS) and Jennifer Harper (NH) offered to facilitate the development of the new strategic plan; Strategic Planning, including updating the mission statement, will be scheduled on the fall 2014 agenda.
- 12.0 Presentations:** All the presentations from the Fall 2013 meeting in Connecticut are now posted to the IEMG website.

Tony Eden (NS) and Jennifer Harper (via teleconference) gave a presentation on “ IEMG101/History”. Mark Gillan from Emergency Solutions International presented “Hazardous Materials Interoperability and Economic Analysis”. Jamia McDonald (RI) presented on Social Media: “Coordinating before, during, and after an event”.



All Presentation will be made available on the IEMAC website.

13.0 IEMG & Use of Social Media: Rhode Island Executive Director Jamia McDonald discussed how her jurisdiction is using social media as part of ESF-15 (Emergency Support Function). The presentation is available on the IEMG website.

14.0 Boston Marathon IEMAC deployment

Two jurisdictions, ME & RI, deployed resources to support the 2014 Boston Marathon. A third jurisdiction was asked but was unable to deploy because of questions that arose during the request.

- NH attorneys questioned why IEMAC request was being used as opposed to the US governed EMAC – so NH would not send resource without a State of Emergency.
- RI comments: Sending National Guard Troops was a unique situation; was told did not need a State of Emergency to use IEMAC but this was more complicated than originally thought. Operations Manual didn't definitely identify who signatories are; reimbursement is critical; Need to look at the Operations Manual and documents; suggested some changes to the forms.
- ME comments: Not 100% clear that the non-emergency related event should use the IEMAC request, need to discuss further; weapon use was questioned; ended up signing an MOU (tailored from RI's MOU) with MA to get through the process.
- MA – Everything went well and working on reimbursement. This is the first time ever arming security personnel for the marathon.

15.0 Additional IEMG Information:

- New York EMA Director Bill Davis will be invited to attend the next IEMG meeting in Boston.
- Suggested that training information by jurisdiction be posted to the website (currently there is a link to the individual jurisdiction web pages)
- English version of all documents will not need to be held up for translation to be posted to the IEMG website. Translated documents will be posted as soon as they are made available.

16.0 Fall 2014 Meeting Dates & Agenda Items

The Annual Fall Meeting will be held in Boston Massachusetts November 17-19th. This is expected to be 2 full days with a Monday travel day. Details will be posted on the IEMAC website. Prince Edward Island is scheduled to host the spring of 2015 (tentative June 1-3rd 2015).

- Operations Manual Updates
- Strategic Planning
- Legal Working Group Attendance

17.0 Appendix

- Attendees list



IEMAC SPRING MEETING, ST. JOHN'S , NEWFOUNDLAND
MAY 6 – MAY 7, 2014
LIST OF ATTENDEES

First	Last	Agency	Jurisdiction
Tara	Ayotte	Emergency Management Agency	Maine
Aaron	Campbell	Office of Public Safety	Prince Edward Island
Shawn	Clarke	Public Safety Canada	Newfoundland and Labrador
Stacey	Cooling	Emergency Measures Organization	New Brunswick
Ronnie	Djoukeng	FEMA Region 1	Federal
Hugh	Donnan	Fire & Emergency Services	Newfoundland and Labrador
David	Eaton	Emergency Management Agency	Rhode Island
Tony	Eden	Department of Health & Wellness	Nova Scotia
Tina	English	Fire & Emergency Services	Newfoundland and Labrador
Bruce	Fitzgerald	Emergency Management Agency	Maine
Joe	Flynn	Emergency Management and Homeland Security	Vermont
Craig	Ford	Fire & Emergency Services	Newfoundland and Labrador
Mark	Gillan	Emergency Solutions International	Presenter/ Guest
Cindy	Hackett	Emergency Measures	New Brunswick
Jennifer	Harper	Homeland Security Emergency Management	New Hampshire
Steve	Kempton	Public Health Agency of Canada	Guest
Honourable Steve	Kent	Minister Fire & Emergency Services	Newfoundland and Labrador
Guy	Laroche	Ministere de la Secureite publique	Québec
Greg	MacCallum	Emergency Measures Organization	New Brunswick
David	McCormack	Fire & Emergency Services	Newfoundland and Labrador
Jamia	McDonald	Emergency Management Agency	Rhode Island
Dan	McElhinney	FEMA Region 1	Federal
Kelly	Mcguire	Fire & Emergency Services	Newfoundland and Labrador



Mark Andre	Meunier	Canadian Forces	
LeighAnne	O'Neill	Fire & Emergency Services	Newfoundland and Labrador
Peddle	Paul	Fire & Emergency Services	Newfoundland and Labrador
Perry	Plummer	Homeland Security Emergency Management	New Hampshire
David	Riley	Emergency Solutions International	Guest
Michael	Russas	Emergency Management Agency	Massachusetts
Derek	Simmons	Fire & Emergency Services	Newfoundland and Labrador
Terry Lynn	Slaunwhite	Emergency Management Agency	Nova Scotia
Bill	Todd	Emergency Solutions International	Guest