

TOWN OF DEERFIELD

EMERGENCY MANAGEMENT MEETING MINUTES

MAY 08, 2014

In attendance: Kevin Barry, Cindy McHugh, Paul Yergeau, Evelyn DeCota, Michael Wright, Mark Young, Richard Pelletier, Denise Greig, Dan Deyermond, and Mark Tibbetts

Denny opened the meeting at 10:00 by welcoming all in attendance and introducing Jane Hubbard and Bonnie Lockwood from Hubbard Consulting.

Minutes: Michael Wright made a motion to accept the meeting minutes of April 03, seconded by Paul Yergeau, vote all in favor.

Denny Grieg turned over the meeting to Jane Hubbard to review the process that we will be using for the EOP update.

Jane stated that we were going to review the Emergency Support Function Assignment Matrix. In reviewing the Matrix we will be determining who would be designated as the Primary Agency and Support Agency. The Committee went through the 16 ESF's making suggestions as to who would be the Primary, Co-Primary or Support agencies for each.

It was determined that our next meeting will be on Thursday May 22 at 10:00 to continuing the review of the ESF Functions. We will be reviewing the first 6 ESF's at this meeting. It was suggested by Denny that all of the Committee members review the ESF's to see if they are designated as Primary or Support Agencies in preparation of the next meeting.

Motion to adjourn was made at 11:15 by Evelyn DeCota, seconded by Michael Wright voted all in favor.

Kevin Barry