

**Cape Ann Emergency Planning Team
Board of Directors Meeting
April 4, 2013
Rockport Town Hall**

Present

Dan Doucette, Curtis Wright, Charlie Vose, Tod Biggar, Tom Kehoe, Mike Main, Jonathan Hubbard, Bud Holden, Noreen Burke, Mark Schmink, and Eric Smith.

8:05 AM meeting called to order by Dan Doucette.

Introductions

Minutes: A motion was presented to accept March 7, 2013 meeting minutes. Minutes approved.

Old Business

- Full Certification Application- Full certification packet has been submitted to MEMA. Mike Main reported that the full certification was being reviewed by MEMA personnel and approval may happen at their next meeting (Tuesday March 12). Once certification is approved it will be in effect for five years.

Update from Mike Main- There is an upcoming Emergency Management Conference. It will be taking place on May 28th and 29th at the Worcester DCU Center. It will cover many emergency management and planning topics. Mike Main will be distributing the registration to the CAEPT. EMPG grants will be coming out in July. Until full certification is approved grant opportunities are limited. Hazardous Materials Emergency Planning grants can help pay for some of the admin costs and are expected to be around \$2,000 to \$3,000. Storm reimbursement funds should be received within 30 days of submission.

New Business

- Drill possibilities – Sander Schultz has been looking into what the yearly requirements are for drills, specifically sheltering, and whether or not this drill could be performed at O’Maley Middle School in Gloucester. Noreen Burke provided an update from Carol McMahon regarding sheltering in Gloucester. There will need to be a contingency site for a drill in case O’Maley is not yet ready. There was discussion regarding how best to plan for a drill in the fall. NERAC will provide support for the drill.
- There was discussion regarding the importance of signed MOUs for supplies and the use of buildings for emergency shelters.
- Town of Ipswich – Sgt. Hubbard from Ipswich discussed Ipswich Emergency Management and becoming part of the CAEPT. Ipswich’s Town Manager and Public Safety Director are on board. Curtis Wright discussed the purpose of the CAEPT and what it offers its members. The group is still working on the best

process for adding new members. There was discussion regarding what communities may consider joining the CAEPT.

Events –

- Season opener is Sunday, April 7. There is a 300 to 400 person half marathon running from O'Maley to the Avenues in Rockport and then back, from 8am until noon. There was discussion regarding communication with the hospital when there are needs for these events.
- May 5th, there is a 600-900 person run from Good Harbor Beach in Gloucester to the Avenues in Rockport and back, from 8am to 1pm. There was discussion regarding the public safety implications of this event.

Next meeting: Thursday, May 2, 2013, 8am at Addison Gilbert Hospital, Gloucester.

A motion was presented, seconded, and approved to adjourn the meeting.

Meeting adjourned at 8:59AM