

Minutes of the 02-20-08 VT WARN Leadership Team Meeting

Morey Lounge, Vermont Technical College, Randolph

Attendees: Elizabeth Hunt, Heather Young, Peter Coffey, Shaun Fielder, Ed Savage, Mike Mandigo, Dick Pratt, Paul Tice, Gordon Reynolds (VTC)

Handouts: Agenda, Minutes from last meeting, VRWA Annual Conference Brochures

Action Items (To-Do's)

Dick Pratt—CWD attorney to review draft #3 VTWARN Mutual Aid Agreement

Webteam –To follow-up Gordon Reynolds regarding TXWARN website software review.

Paul Tice, Mike Mandigo, Phil Acebo, Elizabeth Hunt, Heather Young—to meet for first VTWARN website meeting on Tuesday, February 26th in Waterbury.

Peter Coffey-to research issues with worker's compensation.

Ed Savage-to check with VLCT about insurance issues.

Send VTWARN Leadership Team members draft WARN operational plan

Activities and Discussion:

Website Discussion:

Gordon Reynolds, P.E., Environmental Engineering Chair, stated the VTC server is not dependable, and there would not be enough 'space' for the VTWARN website. He mentioned purchasing webspace is inexpensive. Gordon Reynolds expressed interest in having the VTWARN website as a class project.

VRWA may be able to use their website space, but don't want to administer it. A local provider may be willing to donate space.

Elizabeth Hunt mentioned that other states use vendor companies to advertise on the WARN websites—and "pay for it." And perhaps, the Horsley Witten Group can modify TXWARN website for VT.

Database discussion—do we want to maintain the database? Some states don't have one. Dick Pratt said we should focus on a contact list first, perhaps having a member profile list as a first step. Since there are minimal resources per systems, it may not be wise to do a database at this time.

How difficult is to modify TXWARN website? They have no live database at this time. How many contacts per system? We should explore the vendor list-web sponsorship.

Could use state water security-communication improvement funds for website-- as the start-up funding for the VTWARN website?

Ed Savage said that GMWEA is in support of the VTWARN website.

Dick Pratt-stated that the CWD attorney has yet to review the VTWARN Mutual Aid Agreement draft

Peter Coffey mentioned firefighters (municipality-employed) are covered through worker's compensation because of mutual aid.

Shaun Fielder mentioned water systems will review mutual aid agreement—case-by-case.

Dick Pratt-talked about revised AWWA Mutual Aid Agreement template, and noted that the worker's compensation section is simplified.

Elizabeth Hunt mentioned there could be potential problems with water system workers not being employed by municipalities, etc.

Peter Coffey stated that due to Title 20, a volunteer through Emergency Management is responsible through the state.

It was agreed that VLCT should be able address insurance issues. Ed Savage said he would follow up with VLCT regarding insurance.

Shaun Fielder contacted 5-6 water operators in the NE Kingdom region---time commitment was an issue for decline to be a regional VTWARN representatives. It would be beneficial to have different strategy—perhaps a conference call for members who are unable to travel to Waterbury. The upcoming EPA training in Lyndonville would be a good opportunity to showcase the VTWARN idea.

Dick Pratt to revise MAA, and submit to Elizabeth Hunt and send to Paul Gillis.

Elizabeth Hunt stated that-by getting rid of the database issue now.. To check into the SPAM software for website, in order to, prevent data mining.

Paul Tice-weary about not having a resource database—perhaps in the have a more resourceful member than a detailed inventory.

Dick Pratt inquired about national protocols with WARNs.

Elizabeth Hunt mentioned that Horsley Witten to work on NEWARN after all states are set up-- WARN tabletops are upcoming.

The leadership team discussed whether there was FEMA-NIMS certification requirement for reimbursement? Should VTWARN have NIMS requirement for M.A.A. signage?

Ed Savage noted that Rutland didn't need NIMS to receive FEMA reimbursement after Ice Storm in 2007.

On March 20th- New England and New York WARN meeting in Springfield, MA—interstate issues will be discussed.

VTWARN Timeline discussion:

Mutual Aid Agreement—should be finalized by mid-April. Insurance and other issues settled through VLCT.

Website—preliminary stage in mid-April.

Dick Pratt mentioned that smaller systems are willing to sign it without legal review..we need to focus on getting MAA approved.

Mike Mandigo suggested to for vendors to have the first year free—perhaps the GMWEA/VRWA pickup the money now?

Ed Savage mentioned that GMWEA has fund available to use towards the website. Shaun Fielder mentioned it could take about \$200 to start

EH mentioned we could use the water security coordination money for VTWARN website startup.

Paul Tice, Mike Mandigo, and Phil Acebo will meet in Waterbury for the first web subgroup.