

Emergency Management Agency
City Hall, 562 Main Street
Melrose, MA 02176



Melrose Control Center
Office - (781) 979-4111
Fax - (781) 979-4211

Executive Committee Meeting
Mystic Region Emergency Planning Committee
Tuesday, January 18, 2011
8:30 AM
Wakefield Public Safety Building
Minutes

Welcome - 8:40 AM Reviewed and approved minutes of December meeting.

Report of Committees

Ed Kelly/Melrose

Treasurer – NERAC is funding \$30,000.00 on behalf of Mystic Region as a cost share with Hallmark for the full scale drill coming up. The cost of the drill for consultants is \$50,000.00 of which Hallmark will pay the balance. That money will be paid directly to the consultants and not a pass through. We may have to spend on food due to the constraints of the grant money but I am working on a different angle. Mystic REPC will assist with food/beverage costs.

Tier II Reporting - Melrose IT Dept. is in process of becoming a regional IT location along with setting up a secure host for Mystic. This will enable all members to do electronic submissions and give communities access to their info with a log in. IF IT WORKS, The CAMEO program will be available for all. In the interim time frame I have reached agreement with the SERC and they will when requested send a cd with all the Tier 2 info from all Mystic Communities when updated in March.

Also Discussed – Grants

Matching grant is in-kind match. \$9000

EMPG (Emergency Management Performance Grant)- this is a matching grant and has already been sent to every city and town's EMD. It can only be used for the emergency management program.

Reimbursement Grant - \$9200

Citizen Corps- This grant is for communities that have CERT programs or any other programs run by Citizen Corps. The deadline to spend this grant was extended to June of 2011.

Training – Full Scale Drill - Training Exercise – may be late April
Mystic REPC will assist with contribution of Food & Coffee.

Health – nothing to report

Business & Industry - nothing to report

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TO DO - Schedule

1. Create a format for committee's monthly report
2. Winthrop – Letter will be sent notifying them they are out due to non-participation.
3. May 2011 – start to compile paperwork for Recertification
4. May 2012 – goal for submittal to CERC
5. October 1, 2012 – goal for Recertification
6. May full membership meeting scheduled for 3rd Tuesday in May

GOALS – 2011 – some suggestions

1. NEMLAC Vehicle On-Site Presentation
2. EOC Field Trip

Membership Attendance

Section 4 To remain a member in good standing, each community must be represented at the two Full Membership meetings and a minimum of four Executive Committee meetings. Removal from the REPC may be considered by the Executive Committee for failure to maintain minimum attendance.

01/18/11 Attendees

Mark Burggren – Veolia Water – Lynn	Ken Burnham – Lynnfield Emergency Mgmt
Greg Burns – Reading FD	Ed Kelly – Melrose EMA
Theo Kuliopulos – North Reading EMD	Gus Niewenhous – Stoneham EMD
Kathleen O'Connor – New England Resins Woburn	Paul Penachio – Saugus FD
John Schultz – New England Rehab	Steve Skory – Wakefield PD
Michael Sullivan – Wakefield FD	Robert Tina – LWSC Dir of Operations
Lillian Yadgood – Melrose Hallmark Health	David Lee – USPS
Patrick Sullivan Somerville FD	