



**Executive Committee Meeting**  
**Mystic Region Emergency Planning Committee**  
**Tuesday, February 15, 2011**  
**8:30 AM**  
Wakefield Public Safety Building  
**Minutes**

Welcome - 8:30 AM Reviewed and approved minutes of January meeting.

**Report of Committees**

**Training** – Mark Rudolph submitted training report. Distributed to all via E-Mail 02-16-11  
Full Scale Exercise scheduled for 05-01-11 at Lawrence Memorial Hospital 7:30 – 3:00 PM

**Treasurer** - status quo

**Health** - emailed reminder to all Boards of Health  
concerning May 1<sup>st</sup> exercise

**E-Mailed full mailing list – Important Information List – see below**  
E-mailed list of requirements as well as a blank contact listing and blank training matrix.

**Important Information – things to know or do**

1. **Full Scale Functional Exercise** is scheduled for May 1<sup>st</sup> at Lawrence Memorial Hospital in Medford from 7:30 to 3:00 PM  
More info is provided in the attached Training Report
2. **Full Membership Meeting** is scheduled for May 17<sup>th</sup>  
We are looking for educational topics for this meeting.  
Please e-mail any suggestions to: [rtustin@winchester.us](mailto:rtustin@winchester.us)
3. Deadline for **Tier II** reports is March 1<sup>st</sup>.  
Tier II electronic reports to the MYSTIC REPC should be e-mailed to:  
[ekelly@cityofmelrose.org](mailto:ekelly@cityofmelrose.org)
4. **Preparing for Recertification** - attached is a list of requirements for each community.  
Also attached is Blank Contact Listing and Blank Training Matrix.  
Both forms are required for recertification

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



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

**MAPC** Presentation by Chris Brown & Barry Fradkin  
 Chris & Barry will be meeting with each EMD to get evacuation information  
 They will map out all resources as well.

**TO DO - Schedule**

1. May 2011 – start to compile paperwork for Recertification
2. May 2012 – goal for submittal to CERC
3. October 1, 2012 – goal for Recertification
4. May full membership meeting scheduled for 3<sup>rd</sup> 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.*

**02/15/11 Attendees**

|                                     |                                     |
|-------------------------------------|-------------------------------------|
| Allan Alpert – Chelsea EMA          | Keir Bordner-Chelsea Housing        |
| Ken Burnham – Lynnfield Emer Mgmt   | Paul Calderwood – Everett Fire      |
| Theo Kuliopulos – North Reading EMD | Robert Mills – Woburn FD            |
| Gus Niewenhous – Stoneham Emer Mgmt | Paul Penachio – Saugus FD           |
| John Schultz – New England Rehab    | Dan Riendeau – Cataldo Ambulance    |
| Michael Sullivan – Wakefield FD     | Patrick Sullivan – Somerville FD    |
| Paul Tenney – Woburn PD             | Paul Tortolano – Woburn FD          |
| Tom Walsh – Malden FD               | Joe Zukas – Lynn FD                 |
| Chris Brown – MAPC                  | Barry Fradkin – MAPC                |
| Rick Tustin – Winchester FD         | Kathy O’Connor – New England Resins |
|                                     |                                     |