



Sherman Emergency Management Agency

Meeting Minutes – February 2, 2008

MEETING CALLED TO ORDER

Attending - Mike Moos, Randy Burge, Kristen Evans, Bob Evans, Rob Thorpe, Chief Eric Smith and Mayor Trevor Clatfelter.

Meeting was called to order at 6:35 p.m. at the Sherman Police Department by SEMA Coordinator, Mike Moos.

OLD BUSINESS

NIMS Compliance – Mike reminded everyone to submit a copy of their NIMS training as completed.

Shelter Project – Randy reported on the meeting held at the Sherman United Methodist Church on January 29, 2007 with the American Red Cross and potential host shelter sites. He reported on a very successful meeting with numerous facilities already surveyed and signing contracts with the ARC. During the meeting the ARC provided information on their activation procedures and how the facilities are covered under their rules and insurance. The group also talked about training of local volunteers to assist when a facility is activated. Minutes of that meeting have been finalized and detail items discussed at the meeting.

Web site – Mike reported that the village Web site is constantly being updated to reflect information from the village. The mayor had suggested that the SEMA minutes be published on the Village Web site. Everyone felt that was an excellent idea with no objections.

EOC Supplies – Kristen reported on items she was able to already collect. Kristen will make an inventory list of all items to be stored and once finalized and approved the items will be purchased.

Generator – Rob reported that the two generators had been inspected, tuned and tested. He will work on a regular schedule of testing them and cycling the fuel.

Field Kits – Staffed discussed what should be purchased as a kit that would be used when activated. This should have a minimum amount of supplies that would assist in the numerous duties we may be assigned. Kristen showed examples of what is used in CERT (Citizen Emergency Response Team) kits. Items considered were high visibility vest, helmet, T-shirt, first-aid kit, multi tool, flashlight, canteen, ID, radio, maps as a minimum. Kristen and Mike will work on a final proposal for the group to review.

Uniform Shirts – Polo and t-shirts were distributed with the SEMA logo and identifiers.

NEW BUSINESS

Newsletter Items – Trevor indicated that he would appreciate information for the next newsletter now. Mike and Randy indicated they will have articles on the shelter project and spring storms submitted very quickly.

Sherman 150th Anniversary – Trevor provided an update on the Village's plan to hold a celebration on September 20-21, 2008. He indicated that the Sapp family was kind enough to agree to let the village host the party on the land in front of the Rail. In addition to this location there will be other venues hosting other activities. SEMA as well as the police and fire district will be assisting in planning the event. Mike, Randy and Eric have been attending the public planning sessions. This could become a wonderful celebration for the village with it becoming an annual event.

Commercial Equipment Direct Assistance Program (CEDAP) Grant – Mike announced that SEMA was notified as being a successful recipient of a Department of Homeland Security CEDAP grant for a Homeland Security Comprehensive Assessment Model (HLS-CAM) system. The grant provides three days of free training and a laptop, digital camera, GPS, range finder, tool-kit and software. The purpose of the program is to provide communities with a population less than 50,000 the means for doing a baseline risk and vulnerability assessment. This corresponds with requirements for National Infrastructure Protection Planning and Homeland Security Presidential Directive 7 for "all hazard" assessments. The grant was written with the intent to permit other communities within Sangamon County to utilize the equipment and software for their own assessments. The staff selected three possible dates to try to schedule the training. Mike indicated that he has received mailing lists from Sangamon OEM and the county Chiefs association and once we have been notified of the training date he will send out an invite to all police, fire and emergency management in the county.

Adjourn

No further items were discussed. The next meeting is scheduled for ??