

City of Weston Lakes

Emergency Management Committee Meeting

Simonton City Hall

February 24, 2010

Minutes

- 1) Meeting was called to order by Clifton H. Aldrich, Emergency Management Coordinator/Chairman at 6:00 p.m.
- 2) Introduction of attendees: Mr. Aldrich announced a new volunteer is in training and will be joining us. The following members were in attendance; Denis DeLuca, Trent Thomas, Liz Thomas, Jason Hall, Bill DuBois, Henry Bayard, Fran Aldrich, Mayor Mary R. Zdunkewicz, Clifton Aldrich, and Linda K. Harnist.
- 3) Chairman's Update:
 - A. New County Emergency Operations Plan Approval: Reported transition language in progress, City approval; copies to be mailed. Ft. Bend County also reworking its plan. County approval pending.
 - B. FEMA Generator Grant: Awaiting FEMA Approval
 - C. HGAC Grant Status: Grant approved; contact pending.
 - D. Plan Rewrite Status: Status remains unchanged.
- 4) Status of Training
 - A. Mr. Minton's Report on CERT Training. To date 17 have registered for March 12, 13, and 14 CERT Training. This course will accommodate maximum of 24 volunteers. Members from Simonton & Katy are also expected to attend. Alternate for CERT training, Generic CERT on the Ft. Bend County website is available.
 - B. Confirmation of Training: Mr. Aldrich reminded everyone about the importance of complete their on-line training and producing the Completion Certifications.. Since we have been awarded grants, a training audit is very possibly in our future, as soon as September 2010.
- 5) Chairman's review of Action Plan: *Forward Action*;
 - A. Plan Rewrite
 - B. Complete Annexes
 - C. Training Items
- 6) Future Exercises: Mr. Aldrich commented on several future exercise; A community exercise to take place after CERT for assessment teams to survey the community and deliver information to the residents.

May 5 State-wide Hurricane Preparedness Training. Session will be 4 hours, from 10 a.m. to 2 p.m. Location to be announced. This exercise will be in conjunction with the WEB EOC, County and Mud 81. Mr. Aldrich is involved with Ft. Bend County on the establishment of this exercise. Communications, radio checks and messaging will be included. Mr. Aldrich indicated one of the volunteers may be needed in Richmond to receive messages during this exercise.

A June date is being considered for a Full EOC exercise. Volunteers are asked to be prepared to bring personal lap top computers. Mr. Aldrich expressed the need for a FEMA seminar/presentation prior to this event. Mr. Bayard requested a full compliment of the required forms be made available prior to this event as well. This is an important event for our community; participation by all volunteers is encouraged.

- 7) Status of Volunteers: Mr. Aldrich announced two new members, Rose Shrader and Ed Wade. Mr. Ed Peters has resigned due to a conflict of time and responsibilities.
- 8) Calendar Review: Several dates were mentioned for up-coming events. In addition to those already addressed, April 5, Waste Water Operations; May 8, Ft. Bend County Emergency Preparedness in Stafford; June 19, Houston/Galveston County Emergency Preparedness at the George Brown.
- 9) General Discussion and Questions: Mr. DeLuca posed a question about linking with other counties for logistic needs during an event, to secure needed equipment, etc. Mr. Aldrich responded with information regarding the FEMA Form 213R; I-Info Software Program; and HAM Radios, Motorola Radios for communications during an event. It was agreed that a "What If" scenario should be developed.

Mr. Aldrich announced starting with the Feb. 24 meeting, minutes will be taken and kept on record: Linda Harnist to take the minutes.

Mr. Dubois announced Recycling will begin in Weston Lakes on April 6 and each Tuesday thereafter; serviced secured by the Mud 81 at no additional charge to the residents of Weston Lakes. Mr. DuBois also announced that Blue reflectors have been installed to designate the location of fire hydrants.

Fran Aldrich announced a presentation would be given in an effort to educate and recruit volunteers by Mr. Aldrich at the next Womens Association Meeting in Weston Lakes.

- 10) Adjournment: Mr. Aldrich adjourned the meeting at 6:35 p.m.

Minutes of Meeting by Linda K. Harnist, February 25, 2010.