

## Calais Emergency Management Meeting

January 23, 2024 6:00 - 7:30 PM

Location: Calais Town Hall

Attendance: Nick Emlen, Betty Copeland, Jane English, Rick Kehne, Denise Wheeler, Anne Toolan, Barbara Butler, Jake Aho

Call to order: 6:04pm

- Public comment & additions to agenda
  - Cell signal booster
- Review/amend/approve November meeting minutes ([Link to Nov Meeting Minutes](#))  
Motion to approve: Denise Wheeler, Second by Jake Aho  
[Link to CEM Google Drive Folder](#)
- CEM Committee appointments and terms, elect Committee Vice-Chair
  - 2 Open seats. Potential candidate James Dailey
    - Barbara Butler to invite James to next meeting
  - Maybe having some additional liaisons or expand the network of individuals that get meeting minutes. Goal is to improve communication.
  - Other potential candidates for members or liaisons, John Brabant, Jay Copping (Health Officer), Chris Tuller (Works at school, also deputy fire warden), Hazel Turrone (Future, moving to Calais in the summer).
- Nomination of vice chair of the CEM committee
  - Rick made a motion to nominate Jake Aho, Denise Wheeler Second
  - Approved as unanimous decision
- Coax cable installations at town hall
  - Beniot electric ran the cables for cell signal booster and ham radio. Invoice to be sent to the town.
  - Jake to test out the cell signal booster.
  - Nick can give out GETS (Government Emergency Telecommunication **Service**) to all committee members. **Action for everyone who wants GETS**. Nick needs either a landline number and/or cell provider and account number from everyone.

- Radio license training schedule
  - Start on Feb 3rd? Will be like a study group.
    - Every saturday in February at the town hall. 10am -noon.
  - Compile a list of interested people at town meeting day
  - Jane recommends to reach out to a town ham before
  - Last full weekend in June is field day where lots of ham operators go camping.
  
- March town meeting presentation & materials
  - **Denise** to make and print sign up sheet.
- Debrief 1/13 tabletop exercise
  - [Link to Folder](#)
  - [Jake's notes](#)
  
- 1/30 meeting with E. Montpelier Emergency Management Committee
  - At East Montpelier town hall (town office) Tuesday on 5:30.
  - Opportunity to meet and greet and discuss communications.

Additional notes:

**Recommendation for all** is to take ICS (Incident Command System) training via FEMA  
Go to VEM website and look up ICS.

Barbara made a suggestion to make standing agenda items for specific allotted times .Nick to implement this.

Now meeting on 2nd Tuesday of each month at East Calais Rec Center.

4th Tuesday of each month at Calais Town Hall.

Meetings at 6:30 going forward.

Denise motions to adjourn. Jake seconds. Meeting adjourned at 7:35pm.