

## Sudbury LEPC VIP (Vulnerable In-town Populations) Subcommittee

Minutes of Meeting Wednesday, November 28, 2007; 10:00 AM, Frost Farm

**Present:** Barbara Bahlkow, Frost Farm; Kristin Kiesel, Council on Aging; Ruth Mori, Parmenter VNA; David Mortimer, Chair, Sudbury Commission on Disability; Barry Joress, Wingate;

**Also invited:** Michael Carroll, Assistant Fire Chief; Stacy Carlin, Sudbury Pines Extended Care, Lt. Rick Glavin, Sudbury Police Department; Marilyn Fatherly, Longfellow Glen;; Roberta Henderson, Sudbury Pines Extended Care; Jo-Anne Howe, Sudbury Housing Authority; Martha Lynn, Sudbury Town Social Worker; Sally Sack, Springhouse Pond; Richard Simon, Coordinator, Sudbury LEPC; Elizabeth Weisner, Orchard Hill

<b>Next meeting</b>	Wednesday, January 30, 2008, 10:00 AM, Sudbury Senior Center
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Issue	Discussion	Decisions/Questions	Next Steps
Minutes of meeting October 24, 2007	Minutes accepted as corrected		
Membership change:	Ruth Mori has taken a job with Wayland as the public health nurse. We will miss her! She has recommended to Parmenter that her replacement continue involvement with the VIP committee.		

<b>Old Business</b>			
CERT	<p>Barbara reported on CERT and MRC activity. The MRC had a mock drill for setting up a dispensing site at Curtiss Middle School, which would be used if there were to be a bird flu pandemic or related public health emergency.</p> <p>CERT held a mock drill at the Senior Center, to practice setting up the emergency shelter. They set up stations with greeters, registration, dormitory, dining room and recreation room. The drill went well and many lessons were learned.</p>	<p>CERT needs more blankets.</p> <p>If the Curtiss school was needed as a shelter, could it still serve as the official dispensing site?</p> <p>If there is not enough vaccine to go around, who determines who should get it?</p> <p>Orchard Hill has volunteered to be an overflow shelter site.</p>	The overflow shelter site committee will visit Orchard Hill.

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	<p>There is now an overflow shelter in North Sudbury at the Lutheran church.</p>		
<p>Voluntary Registry</p>	<p>Knowing where people are who need extra help in case of emergency is vital in preparing for an emergency, and if there is a need for evacuation.</p> <p>Town Clerk Rosemary Harvell has decided that we cannot put a questionnaire in the census mailing. She and Wayne Walker did give suggestions to amend the questionnaire.</p> <p>Kris has looked into getting the questionnaire put into the packet with the Town Report. This would cost about \$500, plus the cost to print and fold 3,000 copies.</p>	<p>The public health nurse should be involved in collecting the data and making follow-up calls.</p> <p>Maureen Valente has a copy of the draft self-mailer to see if it is an approved item to include in the Town Report.</p> <p>The self-mailer should indicate that the responses will be reviewed by the public health nurse who will make follow-up calls to those who send in their forms.</p> <p>Check box to be added: I have a chronic medical condition . . .”</p>	<p>Committee members will look at the proposed flyer/questionnaire, and will get suggestions to Kris.</p> <p>Kris will check into other potential funding sources.</p>
<b>New Business</b>			
<p>Day Care</p>	<p>Dave suggested that children in day care are another vulnerable population. Do the day cares in Sudbury have emergency plans?</p> <p>Kris has asked if there is a list of day cares licensed in town, but there does not seem to be a list. The Fire Chief has said that Day Cares should be included in planning, especially home-based Day Cares.</p>	<p>The state office for children may have a list.</p> <p>Gail McNiff would be a good contact, since she goes to the Crossroads meetings and may have additional information.</p>	<p>Kris will contact Gail McNiff and the office for children.</p>
<p>Publicity</p>	<p>The Commission on Disability has provided a monthly emergency self-</p>	<p>The group thought this was a good</p>	<p>Kris will work with the Commission on Disability to move</p>

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	<p>planning press release for people with disabilities. This release can be jointly from the Commission on Disability and the VIP group.</p>	<p>idea. The boilerplate information can be adapted to Sudbury's needs.</p>	<p>forward in January.</p>
<p>Van Drivers</p>	<p>The Town appears to have five wheelchair lift-equipped vans that could be used if an evacuation is needed, but first responders may not be available to drive the vans.</p>	<p>Can CERT volunteers be trained to use the wheelchair lift?  Are keys to the vans accessible in case of emergency?</p>	<p>Barbara will ask at the next CERT meeting.  Kris will look into getting a central repository for the keys.</p>
<p><b>Next meeting</b></p>	<p>Wednesday, January 30, 10:00 AM, Sudbury Senior Center</p>		

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