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Minutes of the Amherstburg Emergency Preparedness Committee held on Tuesday, May 17, 2005 at 2 p.m. at 3400 Middle Sideroad, Amherstburg.

PRESENT

<u>NAME</u>	<u>ORGANIZATION</u>
Les Underwood	MOH - CACC
Diane Barrette	Canadian Red Cross
Ed Pillon	Essex Fire
Steve Johnston	OPP - Essex
Francois Brule	C.S.D.E.C.S.O.
Ann Quan	MTO
Phil Berthiaume	Essex County
Guy Dorion	Windsor Fire
Steve Beatty	EMO
Bart DiPasquale	Amherstburg Police Service
Farrukh Qureshi	EMO
G.A. Heimann	MOH - WECHU
Richard Murray	Amherstburg Fire
Brenda Beneteau	Amherstburg Clerk's Office

1. Rick Murray opened the meeting and welcomed all present.

2. Minutes

Moved by G. Dorion, seconded by P. Berthiaume that the minutes of January 18, 2005 meeting be adopted as printed and circulated.

Motion Carried

3. Report from the County Emergency Planner on County Initiatives

- Public Alerting - Attended national workshop meeting in Ottawa in early March and Reverse 911 Advisory Council meeting last week (May 11-13)
 - new version of Reverse 911 program to be installed over the next 60 days with major improvements
 - currently, approximately 55,000 records are geo-coded in our systems (out of a total of approximately 70,000 records)
 - with information received at National Public Alerting Workshop and Reverse 911 Advisory Council, development and review of operating policies and procedures for public alerting throughout the County will be easier
- Exercises and Training - International Table Top exercise held in February and Regional Emergency Operation Centre Training were conducted last week (May 10 and 11) in conjunction with US exercises.
- Public Education - Preparedness brochure development and samples distributed (libraries, community partners such as Red Cross and Salvation Army). As well, electronic version on web page and summer student project this year will be to assist municipalities with their public awareness and education requirements.

4. **Report from EMO Representatives**

Steve Beatty

- regrets from Drew Madison
- development of red pages with Bell Canada are still continuing

Farrukh Qureshi

Modified Notification for Fermi II

The participants were informed that a teleconference was arranged with the Michigan State Police (Tony Katarski and Phyllis Barker) and the Detroit Edison Company Fermi II Facility (Kevin Morris) with a view to convince them for modifying the notification procedure of Fermi II. As a result of this teleconference, it was agreed that in the future, a fax notification will be made to the Windsor Fire Dispatch on the same time notifications are made to the PEOC at EMO. EMO requested Chief Murray to establish procedures to ensure that Windsor Fire Dispatch understands the modified notification procedure and exactly know the actions to be taken on receipt of a notification.

Evacuation Routes

The meeting was briefed that MTO has finalized sign for Emergency Detour Routes but is still working on the Evacuation Route Signs. A detailed briefing on the status of evacuation route signs will be given by Ann in the later part of the meeting.

Change in the Cabinet Approval of PNERP

EMO is making an effort to change the approval process for the Province of Ontario Nuclear Emergency Response Plan (PNERP). As per the suggested process, only Master Plan (the old Part 1 Plan) will be approved by the Cabinet, whereas the remaining parts of the plan (site specific and emergency specific) will be approved by the Minister. It is hoped that this will expedite the approval process as compared to the existing system.

5. **Report on New Pamphlets**

Rick reported that we just recently got 10,000 new 'Amherstburg Emergency Response' Pamphlets dated Spring 2005 printed. There were just a few minor changes from the last one and we changed the front cover from red to yellow hoping that more people would take note and throw their old one away.

Currently, it is not on our website, however, we are now looking at the possibility of doing this soon.

6. **Report on Changes to Notification Procedures**

See in above report under Farrukh Qureshi.

7. **Report on Draft Evaluation Report**

We now have a finished 'Evaluation Report' on our 2004 Fermi II Exercise. It is still in "Draft" form and any changes or suggestions should be sent to Rick Murray so he can forward them to E.M.O.

If anyone else would like to receive it for review, please let Rick know.

8. **Discussion on Required Exercise**

In order to fulfill our requirements in our Emergency Plan, we need to hold 1 more exercise in 2005. Possibly a table top exercise in November. We will tentatively set **Nov. 23, 2005 in the morning** for a Table Top Exercise.

A few points to remember:

- Provincial management calls were too long - needs to be reduced in length
- Teleconferences need to be held in a different area
- Communication links between this facility and other ones need to be improved

** Send out appropriate notices for Nov. Exercise.

9. **Other Items of Interest or Concerns**

- a) Procedural changes for JIC - draft proposal and possibly some training.
- b) recommended 'Radiation Triage Session' be attended because there will be expertise available.
- c) Ann Quan, MTO representative showed the 4 different options being considered for signage. Standard Evacuation signage is very important, however, we have already been waiting for over a year, we can't keep waiting forever.

Rick will try to set up a meeting with Mark Willmore, Bart DiPasquale and himself regarding the signs.

- d) Les - EMS has a disaster response plan which fits into the incident command system.

10. **Next Meeting Date**

Next meeting to be September 20th, 2005 at 2 p.m.

11. **Adjournment**

Moved by E. Pillon, seconded by L. Underwood that there being no further business, this meeting adjourn at 3:10 p.m.

Motion Carried

CHAIRPERSON

ACTING SECRETARY

Emergency Planning

May 17, 2005

Attendance

LES UNDERWOOD MOH - CAPE

Diane Barrette Canadian Red Cross
diane.barrette@redcross.ca

Ed Pillow ESSEX FIRE

Steve Johnston OPP - Essex

FRANCOIS BRULLE C.S.D.E.C.S.O.

Ann Quan MTU

PAUL ZERHANNIS ESSEX COUNTY

GUY DORION WINDSOR FIRE

Steve Beatty EMO

BART DIPASQUALE AMHERSTBURG P.S.

FARRUKH QURESHI EMO

G.A. Heimann MOH WEC HU

RICHARD MURRAY A'BURG FIRE

Brenda Bencteau A'Burg Clerks Office