

NH Public Works Mutual Aid Program

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TO: NH Public Works Mutual Aid Program Board of Directors

DATE: September 5, 2008

RE: September 3, 2008 Minutes

The next meeting of the New Hampshire Public Works Mutual Aid Program Board of Directors is scheduled for December 10, 2008 @ 9:00 am at LGC. A copy of the minutes from the Board's September 3, 2008 minutes are attached.

A tentative agenda has been established. If you have additional items to be placed on the agenda, please contact Kathryn Myers, k.myers@unh.edu.

Meeting Agenda

1. Meeting Minutes
2. Review of Any Activation
3. Membership Status Report/Recruitment
4. Committee Membership
5. Training
 - ICS training
 - Mutual Aid Workshop
6. Other Business
 - Update agreement
7. Next Meeting

PRESENT:

Board Members: Alan Cote, Dave Danielson, Kurt Grasset, Kathryn Myers, Charlie Smart, Jim Terrell.

Guests: Johnna McKenna—DES; Richard Verville—Homeland Security; Don Ware—Pennichuck Water Works, Merrimack.

Meeting called to order at 9:03am

Review of Activation

- Barnstead—Bow & Seabrook assisted
- Deerfield—did not use pw mutual aid

Membership status report

- New members: Many water/wastewater depts. Adding; Strafford inquiring on elected road agent who owns own equipment

Training

- T2 Ctr. to coordinate a mutual aid training for members/non-members on how to use mutual aid during an ER
 - Ideas: break the group into members v. non-members and include a piece on talking to the press for members and benefits to joining for non-members etc.
 - Need real life stories on towns that used mutual aid
- T2 Ctr. ICS course this spring can incorporate a talk on mutual aid

Additional Action

- Myers to contact members within the next month to update their inventory or contact info. online
- Myers to contact Barnstead R.A. to include an update on using mutual aid in September issue of Road Business...or next issue
- Myers to coordinate with Verville to ensure he has access to appropriate marketing material--brochure, fact sheets etc. for mass outreach

Adjourn at 10:30 am.

Next meeting at LGC, December 10, 2008 @ 9:00am