

**TOWN OF WAYLAND
LOCAL EMERGENCY PLANNING COMMITTEE (LEPC)
MEETING: NOVEMBER 14, 2013 @ 12:00PM
PUBLIC SAFETY BUILDING
MEETING MINUTES**

WAYLAND LEPC Mission Statement

“Wayland’s Local Emergency Planning Committee (LEPC) is a group of elected and appointed community representative who meet quarterly each year, for the purpose of promoting and facilitating the pre, present and post incident safety of all Wayland residents and business owners. LEPC takes an “All-Hazards” approach to public safety, emergency preparedness, and public health, which include hazardous materials incidents, natural disasters, manmade and terrorist events. Wayland’s LEPC goal is to manage public expectations and emergency preparedness concerns for the community by establishing a Continuity Of Operations Plan (COOP) for Town government, promoting and advocating for public education while improving communications before, during and after emergent events.” (Approved 06/20/12)

Members in Attendance: Jay Abelli (Bldg), Brandon Decker (GIS), Police Chief Irving, Julia Junghanns (BOH), Doug Leard (LEPC Chair), Fire Chief Smith, Deputy Fire Chief Houghton, Leisha Simon (IT), Paul Stein (Sup. Schools), Alf Berry (Surveyor)

Others in Attendance: Police Lt. Pat Swanick, Brian Boggia (Housing), Valerie Comeau-Palmer (Rec)

Guest Speaker: Tim Fountain, GISP from CAI Technologies (arranged by Brendan Decker)

The Chair called the meeting to order at 12:05PM. Doug thanked Brendan, Tim and the department representatives for attending. Doug stated the purpose of this meeting is to discuss and learn how the town’s Geographic Information System (GIS) can better support Wayland’s efforts to be prepared when an emergency event occurs. Having this knowledge will make Wayland better able to interact with the 4 phases of emergency management: Mitigation, Preparedness, Response and Recovery.

The Chair introduced Brendan Decker, Wayland’s GIS Coordinator who spoke briefly of the role GIS can play in emergency preparedness. Brendan introduced our guest speaker Tim Fountain, Vice President of CAI Technologies (the company behind our present GIS system.)

Tim spoke briefly about GIS system operations in general and opened the meeting to question from LEPC members.

The dialogue was most informative with discussions covering some of the following topics:

- Identifying frequency and locations of motor vehicle accidents in a database

- Identifying “accurate” spellings of street names (i.e. Lakeview vs. Lake View) in GIS searches
- The need to better understand and quickly identify our special needs/disabled population (i.e. persons requiring a wheelchair, oxygen, visually impaired, hearing impaired, etc.) in time of an emergency or evacuation.
- Public vs. private access to data
- Building blue print availability in an emergency
- Mobile accessibility to data and photographs
- Mac & PC availability
- Web based documents
- Populations susceptible to flooding
- Discussion of the challenges and the public reluctance to disclose information and the implications of confidentiality
- GIS in the schools to further studies in Geography, etc.
- GIS system to identify dogs in homes and businesses
- Town wells and Wayland’s water distribution system
- Tracking Public Health incidents
- The need to share information and the importance of securing information that must be kept confidential/private.

At the invitation of Mr. Fountain, Alf Berry suggested that a Department Head meeting be scheduled for the sole purpose of discussing town wide GIS goals and priorities. Tim stated that he has conducted similar “white board” sessions with department heads in other communities. Before doing so he would send out a questionnaire to all department heads. One of the goals of the survey is to learn which goals are common to most departments and pursue the process from there.

Doug thanked Brendan and Tim for taking their time and sharing their information and ideas.

For those individuals interested in learning more about GIS for Emergency Management you can take an on-line course (IS-00922) from FEMA.

<http://training.fema.gov/EMIWeb/IS/courseOverview.aspx?code=is-922>

Next meeting date TBD

The meeting was adjourned at approximately 1:30PM.

lepc meeting minutes 11142013