

**TOWN OF SOMERS**  
**CIVIL PREPAREDNESS ADVISORY COMMITTEE**  
**AGENDA –REGULAR MEETING**  
**Friday, November 2, 2007**  
**7:30 a.m.**  
**Somers Firehouse**

1. **Call to Order:** The Civil Preparedness Advisory Committee meeting was called to order by Joe Tolisano at 7:35 a.m.

2. **Members Present:** Joe Tolisano, David Pinney, Terri Henderson, Art Hoza, Mike Provencher, Maynard Suffredini, Bill Meier, Frank Falcone, Bill Boutwell

Others Present: Anne Kirkpatrick, Jo-Ann Hornyak (*Disaster Coordinators – Church of Christ*)

3. **Update on Reverse 911 – next steps**

The Reverse 911 system was tested on October 10<sup>th</sup> and October 15<sup>th</sup>. On October 10<sup>th</sup> Cox Communications' system went down as planned. 1799 residences were called to notify residents of the outage. Frank Falcone shared two reports from the system. The second calling on October 15<sup>th</sup> netted 2409 calls. A mile wide band across the center of the town was not called during the first test. Possible Cox outage could be explanation for difference in calls. The system will continue to be tested monthly to identify any other issues. The map still is not projecting. Frank Falcone will work with tech support to resolve.

Frank Falcone is continuing to work on the process of entering data into the system.

There are three hours of training left for Reverse 911. Frank Falcone gave the group three dates. The group agreed training time should be spent on 1) remote access 2) data import 3) segmented calls/without utilizing map 4) outbound session. The group also agreed the need to develop a procedure book and others must be trained on the system (Joe Tolisano, Maynard Suffredini, Dave Pinney and other appropriate personnel) The school system will discuss and identify how they would like to utilize the Reverse 911 system for the next meeting. The school system will research other districts to identify how they have utilized Reverse 911. Frank Falcone will distribute a "cheat sheet" to users of the system.

The question was raised what number shows up on caller ID when Reverse 911 calls a residence. The group questioned if Town of Somers could be input. Frank Falcone will research.

4. **Briefing of town emergency response**

Joe Tolisano briefed the committee on the emergency response plan. He recently reviewed and confirmed the plan is consistent with the standard national model. We need to bring together those with roles to play during an emergency and walk through a table top exercise to review those roles. We will plan to have all people identified in the plan as having assigned roles to attend the next meeting of this council.

**5. Approve 10/5/07 meeting minutes**

It was MOVED (Dave Pinney) and SECONDED (Art Hoza) to approve the 10/5/07 meeting minutes. PASSED 9-0

The next Civil Preparedness Advisory Council meeting is December 7, 2007 at 7:30 a.m. at the fire house.

**6. Adjournment**

It was MOVED ( David Pinney) and SECONDED (A. Hoza) PASSED (9-0) to adjourn the Civil Preparedness Advisory Committee meeting at 8:35 a.m.

Minutes are not official until approved by Civil Preparedness Advisory Committee.