

**TOWN OF SOMERS  
CIVIL PREPAREDNESS ADVISORY COMMITTEE  
REGULAR MEETING  
Friday, August 7, 2009  
7:30 a.m.  
Somers Firehouse**

1. **Call to Order:** The Civil Preparedness Advisory Committee meeting was called to order by Joe Tolisano at 7:32 a.m.
2. **Members Present:** Joe Tolisano, Mike Provencher, Bill Boutwell, Frank Falcone, Dan Thayer, Todd Roland, Maynard Suffredini, Bob Cafarelli, Jim MacFeat
3. **Emergency Response Plan Briefing**
  - a. **Continuity of Operations Plan (COOP):** Briefed staff on the development of the Continuity of Operations Plan for the Town of Somers. Respective managers will review the plan and update as required. The plan's purpose is to ensure the critical operations of the town continue in the event of a pandemic flu. The responsibility of the managers is to identify those critical functions and ensure appropriate staffing levels.
  - b. **R 911 Update:** Frank Falcone gave an update on the status of the R911 system. Frank also requested a review of the contract to ensure the mass call feature was operational and funded.
  - c. **CERT Update:** The committee recommends the appointment of a team leader and liaison. Dan Thayer will serve as coordinator and work with the team to develop a recruitment drive and appoint a leader.
  - d. **Tabletop Exercise:** The committee recommended contacting Dan Scace to determine if he can assist in the development of a multi phased table top exercise involving a hurricane and pandemic related event.
4. **Meeting Minutes of 5/1/09: Motion by Dr. Suffredini, seconded by Mr. Provencher and unanimously carried to approve 5/1/09 meeting minutes as written.**
5. **Adjournment by unanimous consent at 8:20 a.m.**

Respectfully submitted,

**Joseph Tolisano  
Chairman**

MINUTES ARE NOT OFFICIAL UNTIL APPROVAL AT A SUBSEQUENT MEETING