



City Council - Public Safety Committee

Public Safety Committee Meeting Agenda - Thursday, September 7, 2023, 5:30 PM, Remote Only

When: Sep 7, 2023 05:30 PM Eastern Time (US and Canada)
Topic: Public Safety Committee Meeting

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1. Adopt the Agenda

Subject	1.1. Motion to amend/adopt agenda
Meeting	September 7, 2023 - Public Safety Committee Meeting Agenda - Thursday, September 7, 2023, 5:30 PM, Remote Only
Category	1. Adopt the Agenda
Department	
Type	
Recommended Action	

2. Adopt Draft Minutes

Subject	2.1. Adopt Draft Minutes from May 9, 2023
Meeting	September 7, 2023 - Public Safety Committee Meeting Agenda - Thursday, September 7, 2023, 5:30 PM, Remote Only
Category	2. Adopt Draft Minutes
Department	Council and Board
Type	
Subject	2.2. Adopt Draft Minutes from August 17, 2023
Meeting	September 7, 2023 - Public Safety Committee Meeting Agenda - Thursday, September 7, 2023, 5:30 PM, Remote Only
Category	2. Adopt Draft Minutes
Department	Council and Board
Type	

3. Public Forum

Subject	3.1. Verbal Comments
Meeting	September 7, 2023 - Public Safety Committee Meeting Agenda - Thursday, September 7, 2023, 5:30 PM, Remote Only
Category	3. Public Forum
Department	
Type	

4. Consent Agenda

Subject	4.1. Chief's Report: BPD
Meeting	September 7, 2023 - Public Safety Committee Meeting Agenda - Thursday, September 7, 2023, 5:30 PM, Remote Only
Category	4. Consent Agenda
Department	Police Department
Type	

5. Declaring the Drug Crisis an Emergency Resolution

Subject	5.1. Discussion on Resolution re Declaring the Drug Crisis an Emergency
Meeting	September 7, 2023 - Public Safety Committee Meeting Agenda - Thursday, September 7, 2023, 5:30 PM, Remote Only
Category	5. Declaring the Drug Crisis an Emergency Resolution
Department	Council and Board
Type	

6. Review of City's Emergency Plan

Subject	6.1. Review of City's Emergency Plan
Meeting	September 7, 2023 - Public Safety Committee Meeting Agenda - Thursday, September 7, 2023, 5:30 PM, Remote Only
Category	6. Review of City's Emergency Plan
Department	Council and Board
Type	
Recommended Action	

7. Other Committee Business

Subject	7.1. Other Committee Business
Meeting	September 7, 2023 - Public Safety Committee Meeting Agenda - Thursday, September 7, 2023, 5:30 PM, Remote Only
Category	7. Other Committee Business
Department	Council and Board
Type	
Recommended Action	

8. Adjournment

Subject	8.1. Motion to adjourn
Meeting	September 7, 2023 - Public Safety Committee Meeting Agenda - Thursday, September 7, 2023, 5:30 PM, Remote Only
Category	8. Adjournment
Department	Council and Board
Type	
Recommended Action	

9. Informational and Non-Discrimination Statements

Subject	9.1. This agenda is available in alternative formats upon request. For more information on access, call Lori Olberg, Licensing, Voting and Records Coordinator (802-865-7136)(TTY 802-865-7142). Persons with disabilities
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who require assistance or special arrangements to participate are encouraged to contact 802-865-7000 (voice) or 802-865-7142 (TTY) at least 72 hours in advance so that proper arrangements can be made. The City of Burlington will not tolerate unlawful harassment or discrimination on the basis of political or religious affiliation, race, color, national origin, place of birth, ancestry, age, sex, sexual orientation, gender identity, marital status, veteran status, disability, HIV positive status, crime victim status or genetic information.

Meeting	September 7, 2023 - Public Safety Committee Meeting Agenda - Thursday, September 7, 2023, 5:30 PM, Remote Only
Category	9. Informational and Non-Discrimination Statements
Department	Council and Board
Type	

**Public Safety Committee
Tuesday, May 9, 2023
Remote via Zoom
Burlington, Vermont
DRAFT MINUTES**

Members Present: Karen Paul (Chair), Melo Grant, Tim Doherty

Staff Present: Jon Murad (Acting Police Chief), Shannon Trammell (Executive Assistant to Chief of Police), Michael LaChance (Fire Chief), Jared Pellerin (Assistant City Attorney), Susan Comerford (Police Commissioner), Shakuntala Rao (Police Commissioner)

Public Present:

Debbie Ingram (VIA), Judd Allen (Human Resources Institute), Kelly Devine, Jeff Nick, Mark Bouchett

Meeting called to order at 6:36 PM by President Paul.

1. Adopt the Agenda

1.01 Adopt the Agenda

Motion to Adopt Agenda as is.

Motion by Councilor Doherty, Seconded by Councilor Grant

Final Resolution: Motion Passes

Yes: Unanimous

2. Adopt Draft Minutes from March 23, 2023

2.01 Adopt Draft Minutes from March 23, 2023

Draft Minutes from March 23, 2023 recognized by President Paul per Attorney Pellerin's recommendation and placed on record.

3. Public Comment

3.01 Public Comment

- Kelly Devine, the president and director of Burlington Business Association, emphasized the importance of public safety measures for the Downtown area, for the safety of employees as well as to improve visitor perception and ensure Downtown feels welcoming and safe to the greater community.
- Jeff Nick, who previously served on the Marketplace Commission, shared his assessment that we are at a low point in the downtown corridor with high levels of violence, drug dealing, retail theft, and graffiti, and said the City Council needs to do more to support police and police presence. President Paul mentioned the police budget hearing would take place at the next Board of Finance meeting on May 15th at 5 PM.

- Mark Bouchett, the Marketplace Commission Chair, said that merchants' main concern was people's perceptions of Downtown and noted he is pleased with the enhanced patrols and the interactions he has observed between police officers and the public on these patrols.
- Councilor Grant commented on the importance for the Committee to take a holistic approach to public safety in the city, as solving problems in one area without a fuller understanding can lead to creating problems in other areas.

President Paul closed public comment at 6:53 PM after seeing that there was no one else present who wished to speak.

4. Updates from BPD and Police Commission

4.01 Update on CNA Work

Executive Assistant Trammell and Commissioner Comerford provided an update on CNA progress.

- Police Commission approved all edits and changes to DD43 – Reporting Corruption and Misconduct and will be distributed shortly.
- DD03 – Fair and Impartial Policing is going before the Police Commission next week (5/16/23), and the Commission will be looking for input from the community on bias indicators for supervisors and colleagues.
- DD01 and DD40 are in progress.
- DD13.1 – Interacting with Persons with Limited English Proficiency is behind because Commissioner Rao is waiting on feedback from several stakeholders but will forward the work to Executive Assistant Trammell as soon as the feedback is received.
- Commissioner Comerford stated DD13.2 and DD13.3 are in progress.
- President Paul noted DD40 requires a substantial amount of work and would work on adding these updates to the timeline approved back in March for tracking purposes.

4.02 Update from Chief Murad Regarding Retention and Recruitment

Chief Murad summarized that recruitment efforts are ongoing and of the 64 sworn officers, 26 are patrol officers, which is higher compared to last year. Chief Murad emphasized this number is still lower than the ideal, but the Department is still limited in resources and trying to make use of expanding alternative roles such as Community Service Officers and Community Service Liaisons. Chief Murad pointed to the nationwide struggle for recruitment and retention as a factor in these numbers and that departments across the board are starting to offer more competitive packages.

Councilor Doherty inquired about officers' motivation for leaving the department. Chief Murad said it was due to a number of factors, including the stress of the profession that has been exacerbated by BPD's staffing shortages.

Councilor Grant added policing is still not equitable and that the contract approved by the City Council did not reflect the community. Councilor Grant argued against the need for more officers and staff if attitudes remain unchanged.

4.03 Update from Chief Murad on Downtown/Commercial Safety Plans for the Summer

Chief Murad said two officers are permanently assigned to Downtown Tuesday through Friday during the summer, in addition to what was articulated in the Priority Response Plan last May. The reason for two officers and the set hours is to ensure that officers are still available to respond to calls where police officer presence is required. Councilor Doherty asked if this patrol would go into the fall when college students return, to which Chief Murad responded that they would assess the need once summer was over.

4.04 Update on Drug Crisis and Enforcement

Chief Murad said the drug unit is responsible for enforcement but the narcotics is limited in how they can do this because courts require specific observations and demonstrations of proof, including documented activity in the form of drug buys by the department, electronic surveillance, social media habits, and physical observations to obtain a warrant of arrest. Once a person is arrested, if no other crimes are attached, they can be released on arraignment the same or next day, so that enforcement truly only disrupts drug operations, as opposed to being effective in stopping them.

The Narcotics unit executed on two warrants within the last two weeks, and the Narcotics team is getting through the list, informed by investigations and outside tips, as fast as possible.

President Paul asked for clarification on how information from the online tip forms are used. Chief Murad clarified that a consenting tip form allows the department to follow up with that individual for more information, whereas a tip form with consent withheld allows the Department to use the data contained in that tip but restricts them from circling back with the tip source.

Councilor Grant requested that tip data be included in future police chief reports, which Chief Murad confirmed they had the data to accommodate this request.

5. Presentation from Vermont Interfaith Action and Safer Together

5.01 Presentation from Debbie Ingram, VIA Director, and Judd Allen, Human Resources Institute

Debbie Ingram, Deputy Director of Vermont Interfaith Action, shared a presentation on a proposed solution called 'Safer Together', in collaboration with community psychologist, Judd

Allen, as well as the National Policing Institute and a former police chief. Allen described how the year-long program's goals were to build trust and generate culture change around policing using a scientific approach.

The first step would be for police and community members to take a widely accessible survey. After taking this survey, police and community would workshop the findings to develop a task force. Over the next six months, the task force would work with police and neighbors. The final step would be to evaluate and celebrate progress.

VIA proposed a plan to go neighborhood by neighborhood. Commissioner Rao wanted to know what neighborhood this work would pilot in? Ingram suggested the Old North End or King Street but is open to other ideas. Ingram also acknowledged translators will be important throughout this project. Chief Murad noted that the city used to be policed by five geographical areas marked as A-E with an Area Lieutenant assigned to each section. Due to staffing, they now divide the city into three sections. Allen emphasized this plan is adaptable to the needs of the Police Department and the City.

Councilor Grant suggested showing this presentation to REIB as well.

Commissioners and President Paul noted they will need more conversations around this before making a decision.

6. Updates from BFD

6.01 Updates from Chief LaChance

Chief LaChance summarized updates from the Burlington Fire Department.

- BFD is hiring seven new entry-level firefighters.
- BFD is onboarding a new EMS Chief, who will also be the first female on the command staff in BFD's history. For the other leadership role, Deputy Chief of Administration, the Department is looking at a strong internal candidate.
- Numbers for recruits and candidates for leadership roles have made hiring difficult, though recruiting efforts are paying off.
- BFD started a new 48/96 schedule on a six-month trial basis, meaning firefighters will be on 48 hours with 96 hours off during the week. Previously, BFD followed a 24/48 model.
- To address the rise in overdoses, BFD is working closely with BPD, EMS, and the hospital to get more people into treatment.
- Chief LaChance wants to track overdoses by location as well as transport versus non-transport by location.

Councilor Grant requested that the regular report sent to the Fire Commission also be sent to the Public Safety Committee and asked for clarification on why EMS funding ran out early. Chief LaChance said this was due to a third ambulance being put into service, combined with an increase in calls but no increase in EMS supplies. The funding issue was resolved with the Chief Administrative Officer.

President Paul inquired about whether Chief LaChance thinks the public views BFD positively. Chief LaChance responded that polypharm instances affect this perception because encounters can result in aggressive acts against firefighters, but BPD and BFD are sharing resources to support each other in these cases.

7. Other Committee Business

7.01 Other Committee Business

President Paul said the next meeting date would most likely be in June.

8. Adjournment

8.01 Adjournment

Motion to Adjourn the Meeting

Motion by Councilor Doherty, Seconded by Councilor Grant

Final Resolution: Motion passes

Yes: Unanimous

The meeting was adjourned at 8:57 PM.

**Public Safety Committee
Thursday, August 17, 2023
Remote via Zoom
Burlington, Vermont
DRAFT MINUTES**

Members Present: Karen Paul (Chair), Melo Grant, Tim Doherty

Staff Present: Jared Pellerin (Acting City Attorney), Kyle Clauss (Assistant City Attorney), Jon Murad (Police Chief), Michael LaChance (Fire Chief), Cindi Wight (Burlington Parks, Recreation & Waterfront Director), Mellissa Cain (Burlington Parks, Recreation & Waterfront Staff Member)

Public Present: Jeff Nick, Romeo von Hermann, John Wheeler

Meeting called to order at 6:07 PM by President Paul.

**1. Adopt the Agenda
1.01 Adopt the Agenda**

Motion to Adopt Agenda as amended where Public Forum would be moved to follow the Designated Hearing Panel.

*Motion by President Paul, Seconded by Councilor Grant
Final Resolution: Motion Passes
Yes: Unanimous*

**2. Adopt Draft Minutes from May 9, 2023
2.01 Adopt Draft Minutes from May 9, 2023**

Per Councilor Grant's request, the Draft Minutes from May 9, 2023 were tabled until the next meeting. Attorney Pellerin confirmed the City Attorney's Office would provide the Committee with the recording from May 9th for review.

2.02 Adopt Draft Minutes from July 10, 2023

*Motion to Adopt Draft Minutes from July 10, 2023.
Motion by Councilor Doherty, Seconded by Councilor Grant
Final Resolution: Motion Passes
Yes: Unanimous*

**3. Designated Hearing Panel
3.01 Appeal of Notice of Trespass by Justin Marriott**

The Committee ruled to reinstate the appellant's trespass order for the remaining 26 days of the initial trespass order issued by Burlington Parks, Recreation, & Waterfront in light of the appellant's absence from the hearing. No testimony was taken.

Notice of trespass hearing closed at 6:26 PM by President Paul.

4. Public Forum

4.01 Verbal Comments

Jeff Nick shared feedback from conversations with business owners and customers in Downtown area who all expressed extreme concern over retail theft, graffiti, drug dealing and drug use. Nick urged City Council to take meaningful action, referencing an email Nick sent to Councilors in which Nick made several suggestions of ways the Council may take action, including:

- Organizing a task force and involving businesses
- Streamlining Burlington's trespass process
- Assigning more officers to Church Street
- Raising state leaders' awareness of Burlington's ongoing public safety issues

Councilor Grant assured Nick that the Committee would discuss these issues and ideas later on in the meeting and expressed willingness to meet outside the Public Safety Committee meeting for further discussion.

Romeo von Hermann, a commissioner on the Church Street Marketplace Commission who also works in the Downtown area at the transit center, agreed with Jeff Nick's concerns and advocated for the city finding compassionate solutions that do not compromise on what businesses, tourists, and residents need urgently.

John Wheeler, a Burlington resident and community business owner of Ski Rack and Patagonia Burlington, described an incident that occurred between a store manager and an individual attempting to steal from the store. Wheeler clarified that the stores have policies in place that do not ask store employees to put themselves in harm's way in the event of retail theft, etc. but that did not prevent a female staff member from being assaulted by the other person. Wheeler said police did respond and a report was filed, but emphasized that retail theft is not just a matter of businesses losing money but putting employees' safety at risk, along with business owners, residents, and customers, and asked that cooperation take place between the necessary parties to overcome this long-standing problem.

Public Forum closed at 6:48 PM.

5. Consent Agenda

5.01 Chief's Report: Chief Jon Murad, Burlington Police Department

5.02 Chief's Report: Chief Michael LaChance, Burlington Fire Department

Motion to Accept the Consent Agenda and take the actions indicated.

Motion by Councilor Doherty, Seconded by Councilor Grant

Final Resolution: Motion Passes

Yes: Unanimous

Discussion:

Councilor Grant had some comments and questions regarding Chief LaChance's report:

- Councilor Grant asked Chief LaChance for clarification on the definitions of 'minimum staffing overtime' versus 'mandatory staffing overtime.' Chief LaChance responded that BFD has a minimum of 22 people on staff at all times to adequately staff all firetrucks and ambulances. 'Mandatory minimum staffing overtime' refers to when BFD staff are mandated to stay overtime as opposed to volunteering to stay overtime. 'Minimum staffing overtime' refers to when staff volunteer to stay overtime.
- Councilor Grant also asked for more information on BFD's deferred maintenance issues regarding the replacement of a concrete floor. Chief LaChance responded that it was added to the report because while Facilities is aware of it, the project has been slow to move forward due to its scope and funding, but it has become a serious safety hazard for BFD staff. President Paul added that the list of Capital and Deferred Maintenance for the city is long and is close to \$50 million but agreed it would be valuable to find out where this issue was in the queue. Chief LaChance said that while a couple of projects are being pushed through, the apparatus floor has been on multiple fiscal year agendas and is critical to BFD's performance.
- Councilor Grant opened the discussion of deferred maintenance to Chief Murad, to which Chief Murad responded that some of the deferred maintenance issues are being addressed through construction for the expanded CAIP team, involving internal reconstruction of the building. Chief Murad explained that many of the maintenance issues are due to the fact that the building was never designed to be a police station. Councilor Grant also asked about air quality issues, and Chief Murad responded that he was not aware of any air quality issues within the police station.
- Councilor Grant raised spending on fleet replacement and billing for transport, wondering if this was an area where BFD could generate more revenue. Chief LaChance said the Department is looking at fleet spending for FY25 for an ambulance with a 3-year build time. Chief LaChance added the cost for fleet vehicles are rising and that the City is not required to pay at the time of ordering but after they are built, meaning the City has some time to come up with funds from the time an order is placed. In regards to billing for transport, President Paul wondered how the City is being paid for people who get transported but have no address. Additionally, President Paul expressed concern over the overdose statistics for Burlington this month, in comparison to the entire year. Chief LaChance said the company who collects funds for these cases have their own process and collect funds at a high rate. Chief LaChance also shared that the BFD has a financial hardship waiver that patients can fill out.

6. Discussion of Forums on Drug Activity

6.01 Discussion of Forums on Drug Activity

Councilor Grant proposed starting public forums where individuals could share their experiences within Burlington as it relates to drug activity and its impacts to demonstrate to state legislators and other representatives the seriousness of this public safety problem. President Paul and Councilor Doherty expressed support for this initiative. Councilor Doherty added these forums should highlight issues with retail theft, public safety, and quality of life, along with opioid addiction and said efforts should be made by the Council to incrementally improve conditions in addition to public forums.

Councilor Grant referred to Burlington's drug activity as a crisis and proposed that there be updates on it at every City Council meeting, similar to the climate change reports. Councilor Grant also emphasized the need for the Council to be collectively engaged on this to elevate awareness at the state level, to educate legislators on the root causes so that decisions are made at the state level in a meaningful way with Burlington's priorities in mind.

Councilor Doherty advocated for the need for local solutions as well, such as acknowledging the reality of the limitations of Burlington's police force and coming up with other solutions that are more achievable in the short-term.

President Paul responded all City Councilors have the right to bring to the Council any issue they think is important and put it on the agenda, so there is certainly a way to move forward with these proposed actions. President Paul also said the need for stronger representation in Montpelier is why she prioritized doubling the budget for legislative representation and that her goal was to push for the annual meeting with representatives and City Council members to meet in October, which would give Councilors the opportunity to articulate Burlington's priorities ahead of the next legislative session. President Paul also said there is a RFP in progress for hiring a lobbyist.

Chief LaChance added that in addition to the lack of safety felt among residents, business owners and employees, emergency responders also feel unsafe and that the extent to which emergency services has been used to address drug activity is not sustainable.

Romeo von Hermann asked that the transit team be involved in the conversation going forward as well.

7. Other Committee Business

7.01 Other Committee Business

The next meeting date was set for Thursday, September 7th.

President Paul requested any items Councilors want on the agenda be communicated prior to end of next week in time for posting the agenda.

Councilor Grant said she would start working on the ideas she has and gave a shout out to Kyle Blake, President of the Burlington Firefighters Association, for suggesting that Burlington city employees provide testimonials on drug activity, which inspired Councilor Grant's ideas on forums for the broader public.

8. Adjournment

8.01 Motion to Adjourn

Motion to Adjourn the Meeting

Motion by President Paul, no objection.

Final Resolution: Motion passes

Yes: Unanimous

The meeting was adjourned at 8:22 PM.



BURLINGTON POLICE CHIEF'S REPORT

August 2023



Aug 19, 2023 – all data preliminary & subject to change



“EXCITING SIGN OF HOPE & PROGRESS”

On Thursday, August 3, 2023, we held a [Swearing In and Promotions Ceremony](#). Mayor Weinberger presided and noted that “public safety is the most important function of local government.”

Three corporals were promoted to sergeant, and three sergeants were promoted to lieutenant. Chief Murad was officially promoted, too. We swore in six new professional employees, including a records clerk, a CSL, our Recruitment Coordinator, our PIO, and two dispatchers. And we swore in five new police recruits.

Employees new and old and their families were in attendance, as well as Police Commissioner Mary Cox. They were joined by City Council President Karen Paul and Councilors Mark Barlow, Sarah Carpenter, and Tim Doherty, and US Attorney Kolo Kerest, among other valued guests.



Aug 19, 2023 – all data preliminary & subject to change





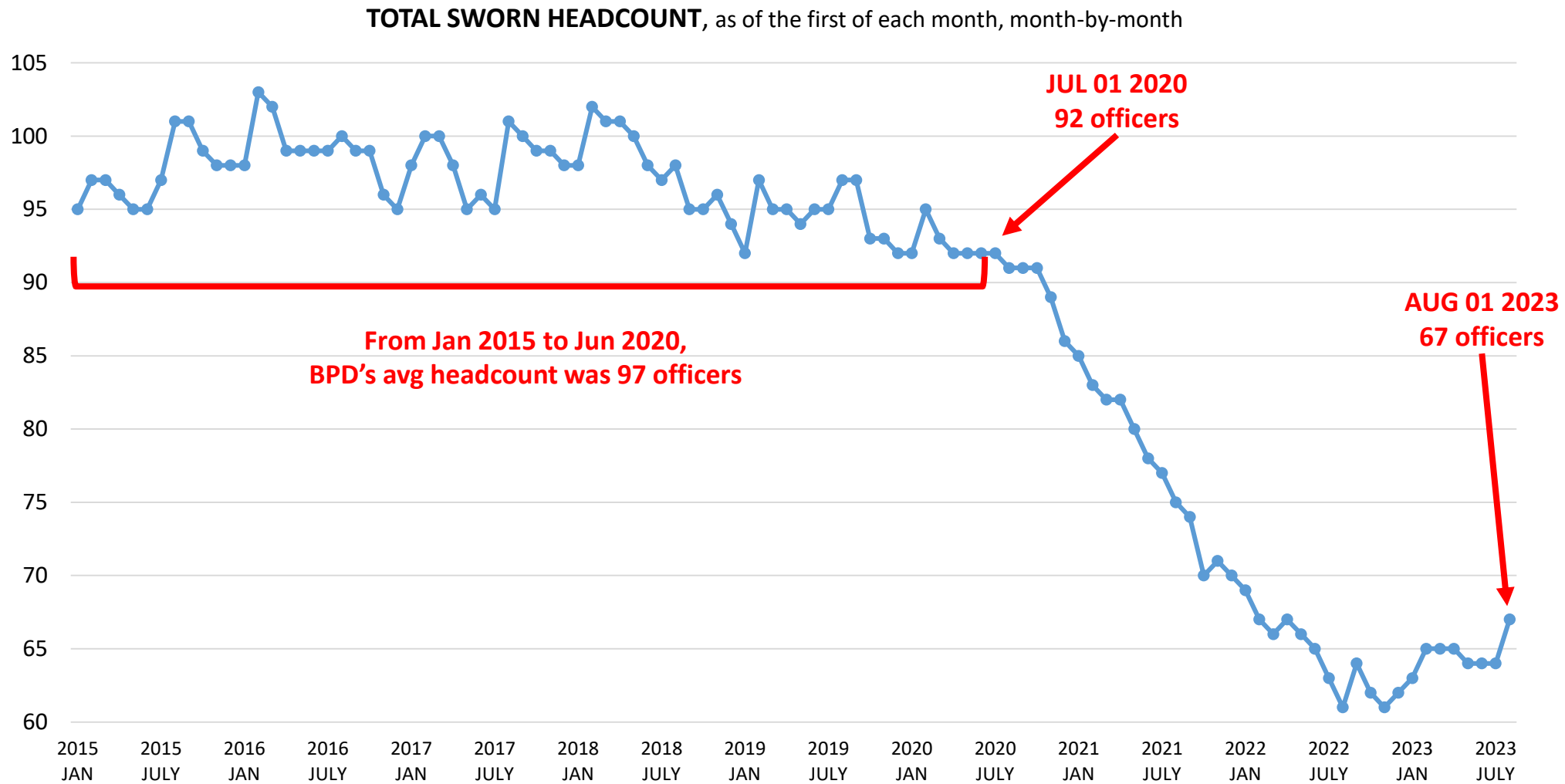
OFFICER-INVOLVED SHOOTING REVIEW TO BEGIN

Just over a year ago, on Saturday, August 13, 2022, officers responded to a call for service that involved a man with a knife. Upon arrival, they opened negotiations with the man, David Johnson, whom they had successfully deescalated in prior instances, including a barricade situation in March 2022. This time, however, he was on a sidewalk rather than contained in an indoor location. After four minutes of negotiation, in which Officer Brock Marvin repeatedly offered Mr. Johnson help and assistance, Mr. Johnson suddenly charged Officer Marvin with the knife. Sergeant Simon Bombard fired his service pistol, striking Mr. Johnson in the leg and saving Officer Marvin from serious injury or death. On August 3, 2023, the Attorney General and Chittenden County State's Attorney announced that they had reviewed the incident and deemed it justified. The BPD is now finalizing its internal affairs review, as per [DD05 Statewide Policy on Police Use of Force](#). Before finalization, that review will be shared with the Mayor as per his [Executive Order of September 2020](#) and with the Police Commission as per our [August 2020 agreement](#).





BPD SWORN OFFICER HEADCOUNT, 2015-2023



Aug 19, 2023 – all data preliminary & subject to change



67 TOTAL, 57 AVAILABLE

As of August 15, 2023, the BPD has **67 total sworn officers**, of whom 57 are available to be independently deployed. Historically, headcount has been in the high 90s; currently we are authorized for 87 officers.

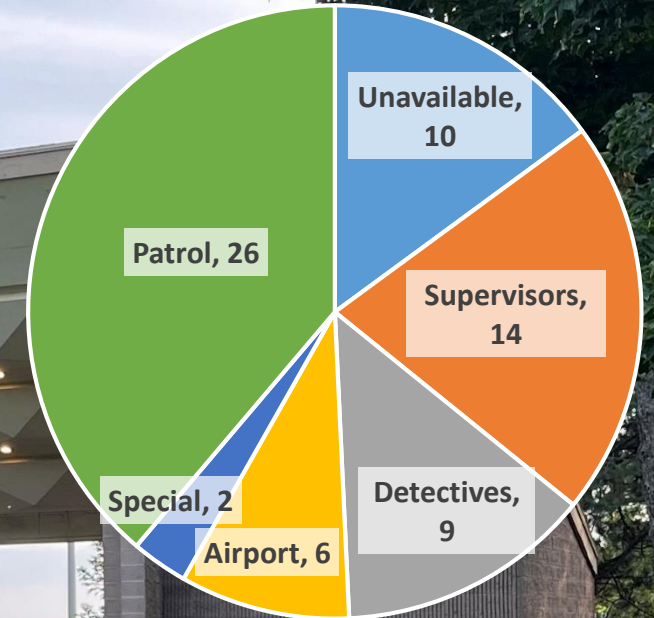
minus 10 on injury, on FTO, or at VPA = 57

minus 14 supervisors = 43

minus 9 detectives = 34

minus 6 airport officers = 28

minus 2 special assignments = 26



26

officers on Patrol

**Additionally, BPD currently has
5 CSOs and 4 CSLs**



REVISED PRIORITY RESPONSE PLAN

PRIORITY 1	High priority.
PRIORITY 2	Middle priority. (*) = situationally dependent; some may be Priority 1 or Priority 3.
PRIORITY 3	Low priority. Response may be delayed based on officer availability; may receive a CSO response.

We originally implemented [the Priority Response Plan](#) in May 2021. We have made several revisions, shown in this chart. The categorization of incidents has **not** changed. (Our primary goal remains **NEIGHBORS' PHYSICAL SAFETY**, so Priority 1 incidents are still Priority 1 incidents, etc.) But many Priority 3 incidents will now receive a different response.

In the chart, **incidents labeled "CSO"** will initially receive a response from a CSO, rather than a police officer, unless the incident evolves in a way that changes its category or requires a sworn officer.

Incidents labeled "ONL" (for "Online Only") will be diverted to an online reporting function. Unless extenuating circumstances apply, callers will be asked to make an online report. There are reporting mechanisms for callers who do not have Internet access.

Additionally, during daytime weekday hours when DSB detectives are available, **DSB will handle untimely deaths.**

911 Hangup	Cruelty to a Child	Illegal Dumping	Robbery
Airport AOA Violation	Cruelty to Animals	Impeding a Public Officer	Runaway
Airport Duress Alarm	Custodial Interference *	Impersonation of a Police Officer *	Runaway Apprehension
Airport PHASE	Disorderly Conduct *	Inciting a Felony	Search
Alarm *	Disorderly Conduct by Elec Comm	Intoxication	Search Warrant
Alcohol Offense	Disturbance	Investigation - Cold Case	Sex Offender Registry Violation
Animal Problem	DLS	Juvenile Problem *	Sexual Assault
Arrest on Warrant	Domestic Assault - Felony	Kidnapping	Sheltering/Aiding Runaway
Arson	Domestic Assault - Misd	Larceny - from a Building	SRO Activity
Assault - Aggravated	Domestic Disturbance	Larceny - from a Motor Vehicle	Stalking
Assault - Simple	Drugs	Larceny - Other	Stolen Vehicle
Assist - Agency	Drugs - Possession	Larceny from a Person	Subpoena Service
Assist - Car Seat Inspection	Drugs - Sale	Lewd and Lascivious Conduct	Suicide - Attempted
Assist - K9	DUI	Lockdown Drill	Suspicious Event *
Assist - Motorist	Eluding Police	Mental Health Issue *	Theft of Rental Property
Assist - Other	Embezzlement	Minor in Possession of Alcohol	Theft of Service
Assist - Public	Enabling Consumption by Minors	Missing Person	Threats/Harassment *
Background Investigation	Escape	Motor Vehicle Complaint	Traffic
Bad Check	Extortion	Noise	Trespass *
Bar / Liquor License Violation	False Info to Police	Obstruction of Justice	TRO/FRO Service
Bomb Threat	False Pretenses	Operations	TRO/FRO Violation
Burglary *	False Public Alarms	Ordinance Violation - Other	Unlawful Restraint
CHINS	False Swearing	Overdose	Untimely Death
Community Outreach	Fireworks	Parking	Use of Elec Comm to Lure a Child
Compliance Check	Foot Patrol	Possession of Stolen Property	Uttering a Forged Instrument
Computer Crime	Forgery	Prescription Fraud	Vandalism
Contributing to Delinquency of Minor	Found/Lost Property	Prohibited Acts	VIN verification
Counterfeiting	Fraud	Property Damage	Violation of Conditions of Release *
Crash - Fatality	Fugitive From Justice	Reckless Endangerment *	Voyeurism *
Crash - Injury to person(s)	Graffiti Removal	Recovered Property	Weapons Offense
Crash - LSA *	Hindering Arrest	Resisting Arrest	Welfare Check *
Crash - Non-Investigated	Homicide	Retail Theft	
Crash - Property damage only	Identity Theft	Roadway Hazard	



INCIDENT VOLUME

	YTD INCIDENTS (as of 8/15)	%Δ
2018	18,588	100%
2019	17,783	↓4%
2020	15,510	↓13%
2021	13,049	↓16%
2022	15,011	↑15%
2023	18,330	↑22%
	Δ 2018 to 2023:	↓1%

YEAR-TO-DATE 8/15

Year-to-date, **incidents in 2023 are up 22% compared to 2022. They are up 41% over 2021.** In fact, 2023's incident volume is essentially equal to 2018's.

Patrol officers are addressing the same number of incidents with 50% fewer patrol officers. Of the 18,330 incidents in 2023 so far, 2,177 have been “stacked”—i.e., 12%. Additionally, 2,223 have been referred to online reporting, or 12%.





SELECTED VALCOUR INCIDENTS, YTD AS OF AUGUST 15

	Assault - Agg	Assault - Simple	Burglary	Crash w Injury or Fatal	Disorderly Conduct	Domestic Assault*	Domestic Disturb	Gunfire	Larceny (all)**	Mental Health Issue	Overdose	Robbery	Sexual Assault	Stolen Vehicle	Traffic
2018	33	111	104	52	87	42	294	2	331	474	37	11	37	11	1,794
2019	32	98	61	51	95	54	284	3	414	477	30	14	37	32	1,285
2020	33	87	60	36	74	37	426	7	439	608	65	12	40	31	901
2021	38	88	71	54	70	26	325	10	567	624	72	7	31	54	522
2022	46	106	102	60	91	27	350	20	942	721	121	12	27	209	293
2023	24	120	108	76	53	30	270	8	839	619	288	12	18	192	404

* = combines incidents categorized as “Domestic Assault – Felony” and “Domestic Assault – Misdemeanor”

** = combines incidents categorized as “Larceny from a Person,” “Larceny – from a Building,” “Larceny – from Motor Vehicle,” and “Larceny – Other”

NOTE: All categories shown year-to-date, through August 15 of their respective year

NOTE: These data are derived from Valcour incidents. Valcour is the BPD’s computer-aided dispatch and records-management system. Incidents are initially categorized by dispatch according to the information provided by a caller; the category may be changed by the officer who responds to the scene and/or the detective who takes the case. Offense data and/or NIBRS data may differ.



THE BPD IS HIRING!

\$74,500
starting pay

\$100,000
top pay (when contract matures)

and a \$15,000
hiring bonus

- City retirement with 5-year vesting
- Shift differential, weekend, and holiday pay
- **full medical benefits** and wellness incentives
- Retirement after 20 years of service at 50% salary
- Retirement after 25 years of service at 75% salary
- 15-step pay scale for non-supervisory employees
- Overtime can be received as cash or vacation accrual
- **10-hour workday, 4-days-on/3-days-off schedule**
- **Weekends off every other month**
- Yearly education bonus
- Beards and tattoos permitted
- Various **specialty assignments** such as detectives, narcotics, K9, domestic violence prevention, airport
- **Applicant can be a non-U.S. citizen** if applicant is a permanent resident / green-card holder

www.bpdcareers.com



Resolution Relating to

DECLARING THE OVERDOSE CRISIS A PUBLIC
HEALTH CRISIS AND NUMBER ONE PRIORITY, AND
AMENDING APPENDIX B RULES AND REGULATIONS
OF THE CITY COUNCIL TO ADD A STANDING
OVERDOSE CRISIS ITEM TO EVERY COUNCIL AGENDA

RESOLUTION _____

Sponsor(s): _____
Introduced: _____
Referred to: _____

Action: _____
Date: _____
Signed by Mayor: _____

CITY OF BURLINGTON

In the year Two Thousand Twenty-Three

Resolved by the City Council of the City of Burlington, as follows:

1 That WHEREAS, across the City of Burlington, community members continue to struggle with substance use
2 disorder, lack of shelter, and other health concerns; and

3 WHEREAS, between January and July of 2023, the Burlington Police and Fire Departments recorded a
4 record 265 calls related to overdoses, already surpassing the prior year’s twelve month total; and

5 WHEREAS, overdose responses increased by 75% between 2021 and 2022, and could increase as
6 much as 100% between 2022 and 2023; and

7 WHEREAS, by every indication, we will lose a record number of Vermonters to accidental drug
8 overdose in 2023 and several counties in the state are experiencing considerably rates of overdose death than
9 Chittenden County; and

10 WHEREAS, Burlingtonians continue to express concern about the wellbeing of community members, public
11 drug use, discarded syringes, and general discomfort at the level of despair we are seeing in the City; and

12 WHEREAS, the City of Burlington, by resolution of the City Council, and through significant work
13 and advocacy of the Mayor’s Administration, has vigorously pursued harm reduction and health responses to
14 address the overdose crisis; and

15 WHEREAS, the State of Vermont has not, since the end of the pandemic emergency in 2021, acted
16 with urgency to embrace harm reduction on a statewide level; and

17 WHEREAS, the Vermont Legislature took steps during the 2023 legislative session to remove barriers
18 to harm reduction and recovery efforts, but failed to pass H.72, a bill that would authorize the operation of
19 overdose prevention centers in the State; and

20 WHEREAS, the Vermont Department of Health has been slow to distribute Opioid Settlement monies
21 allocated in May of the 2023 legislative session, which are intended and desperately needed to support
22 municipalities and service providers on the frontlines of the opioid epidemic; and

23 WHEREAS, the City of Burlington has directly received \$220k through Opioid Settlement
24 agreements, and has intentionally comitted those monies toward new and innovative tools to support
25 community members struggling with substance use disorders; and

Resolution Relating to **DECLARING THE OVERDOSE CRISIS A PUBLIC HEALTH EMERGENCY AND NUMBER ONE PRIORITY, AND AMENDING APPENDIX B RULES AND REGULATIONS OF THE CITY COUNCIL TO ADD A STANDING OVERDOSE CRISIS ITEM TO EVERY COUNCIL AGENDA**

26 WHEREAS, adding a standing item to the City Council agenda will ensure that attention is paid to the
27 overdose crisis at each and every City Council meeting;

28 NOW, THEREFORE, BE IT RESOLVED that it is with the utmost urgency that the City Council
29 declares the overdose crisis Vermont's top public health crisis; and

30 BE IT FURTHER RESOLVED, that the City Council once again reaffirms its endorsement of all
31 forms of harm reduction, including overdose prevention centers, access to safe syringe services
32 programs, drug checking services, and decriminalizing possession of personal use amounts of drugs; and

33 BE IT FURTHER RESOLVED that the City Council joins and supports the efforts of the Mayor's
34 Administration to work in collaboration with neighboring municipalities and community partners and to urge
35 the Department of Health to immediately disperse the opioid settlement monies allocated during the 2023
36 legislative session, to a broad range of organizations working to improve the health and safety of our
37 communities by providing care and support to people who use drugs; and

38 BE IT FURTHER RESOLVED that the City Council extends heartfelt gratitude to and expresses
39 support for the staff of the various City departments and community organizations who continue to find
40 themselves on the frontlines of the overdose crisis; and

41 BE IT FURTHER RESOLVED that the City Council requests that the Mayor's Administration
42 consider providing comprehensive harm reduction training to City staff in an effort to provide resources and
43 tools to support those who have unexpectedly found themselves on the frontlines of the overdose epidemic;
44 and

45 BE IT FURTHER RESOLVED that the City Council requests that the Public Safety Committee,
46 together with harm reduction, health, and law enforcement partners, organize two public forums so
47 community members will have the opportunity to come together to share their perspective on this crisis and be
48 a part of the conversation around innovative, health-based solutions; and

49 BE IT FURTHER RESOLVED that, in addition to the two public forums for community members, the
50 City Council requests that the Public Safety Committee organize a forum for City staff to meet with these
51 same harm reduction, health, and legal professionals so they too may share their experiences and perspective
52 on the drug crisis, and provide input on health-based solutions; and

53 BE IT FURTHER RESOLVED, that the City Council requests that in the interest of serving the public,
54 each monthly Chief's report prepared by Chief Murad should include data on the drug crisis, including drug
55 tip data; and

Resolution Relating to **DECLARING THE OVERDOSE CRISIS A PUBLIC HEALTH EMERGENCY AND NUMBER ONE PRIORITY, AND AMENDING APPENDIX B RULES AND REGULATIONS OF THE CITY COUNCIL TO ADD A STANDING OVERDOSE CRISIS ITEM TO EVERY COUNCIL AGENDA**

BE IT FURTHER RESOLVED that Council Rule 15(c) Rules and Regulations of the City Council, Appendix B of the Burlington Code of Ordinances be amended to add a standing item entitled “Overdose Crisis Emergency Updates” to the Council meeting agenda; and

BE IT FURTHER RESOLVED that this agenda item is reserved for items of discussion related to the drug crisis emergency that are not already on the meeting agenda such as: Updates from the Mayor’s administration and various City Departments on progress towards addressing this crisis, updates from Councilors on initiatives they are working on related to the overdose crisis and requests that the Public Safety Committee continue to prioritize this crisis and discuss further ways to encourage coordination of all resources to make this our City’s number one public health priority.

Resolution 2023/ DECLARING THE OVERDOSE CRISIS A PUBLIC HEALTH EMERGENCY AND NUMBER ONE PRIORITY, AND AMENDING APPENDIX B RULES AND REGULATIONS OF THE CITY COUNCIL TO ADD A STANDING OVERDOSE CRISIS ITEM TO EVERY COUNCIL AGENDA 8/20/2023

Local Emergency Management Plan



**City of Burlington,
Vermont**

2023

City of Burlington, Vermont
Local Emergency Management Plan
2023

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<http://www.city-data.com/disaster-photos/21741.html>

City of Burlington, Vermont
Local Emergency Management Plan
2023

1. Overview:

1.1. Purpose:

This is the Local Emergency Management Plan (LEMP) for the City of Burlington, VT. It outlines how the municipal government will coordinate support from an Emergency Operations Center (EOC) and, if necessary, direct actions from an Incident Command Post (ICP). *This is not a tactical plan for first response fire, emergency medical service, or law enforcement issues.* This base document details general municipal Emergency Management activities, while the enclosures and annexes provide quick reference materials for specific tasks and incidents.

1.2. Planner:

The following people are the Emergency Management (EM) stakeholders who wrote and maintain this plan.

- Michael LaChance, Emergency Management Director / Fire Chief
- Miro Weinberger, Mayor
- Jon Murad, Police Chief (Acting Chief of Police)



City of Burlington, Vermont
Local Emergency Management Plan
2023

2. Normal Operation:

Through normal city operations, Department Head meetings occur monthly and provide the opportunity for all departments to share information related to their function or unusual circumstances which they may have become aware of. City officials also are encouraged to embrace the concept of “See Something, Say Something.” Through this concept if a city employee recognizes a hazard or learns of a potentially evolving event, they are instructed to report the information with as much detail as possible, to include sources of information. Open lines of communication are maintained across departments which allow for the sharing of information without delay.

2.1. Information Sharing:

2.1.1. City officials get information from many sources, including TV, radio, news websites, social media, email, emergency dispatch, and personal interactions and observations. The Fire Chief and Fire Shift Commanders, Police Chief, Public Works Director, and Emergency Management Director are the primary information collectors and coordinate as required. Residents and transients may also call various offices with observations and reports about emergency situations; city staff and the City Council Members should forward those reports to the appropriate official. Members of the public and city employees have the opportunity to utilize the cities SeeClickFix program which can be found on the cities web page or through this link. https://seeclickfix.com/burlington_2

2.1.2. Responding organizations will not normally alert others to incidents that do not exceed their capabilities. For example, the Fire Chief will not notify the City about every fire; the Director of Public Works will not alert the City for every snowstorm. There is however an expectation that the Mayor’s Office is made aware of larger than normal incidents regardless of the nature of the event. Commissioners are also notified of events per their normal protocols.

2.2. Incident Size up:

As an incident develops, the EMD or Incident Commander must validate the accuracy of reports and the severity of the situation to assess the risk to the city and the need for broader coordination.

City of Burlington, Vermont
Local Emergency Management Plan
2023

2.3. Early Notification:

As an incident develops that might affect the entire city, reports should go to the EMD. The EMD, in turn, will keep the Mayor, the Director of Public Works, the Police Chief, and the Fire Shift Commander informed as appropriate.

3. Municipal Emergency Operations Center (EOC) Activation.

3.1. General:

The EOC should activate when there is an incident that requires significant coordination between responders, municipal officials, and/or residents. The EOC is available to be used for both planned and emergency incidents. See Enclosure 2 for facility, organization, and staffing details and specific incident annexes for action plans and municipal command and coordination relationships.

3.2. Decision to Activate:

The EMD makes the decision to activate the EOC. These are common reasons to open the EOC.

- Request from an Incident Commander
- Request from Police Chief
- Request from Director of Public Works
- Directive from City Council and or Mayor's Office
- Weather forecast that may lead to widespread damage
- Planned event for which need for coordination exceeds daily needs

3.3. Location:

The EMD selects the EOC location on activation. The following are established EOC locations.

- **Primary:** Burlington Police Department, 1 North Ave
 - Community Room
- **Alternate:** Burlington Electric Department, 585 Pine Street

4. Emergency Operations:

This plan provides the general operating framework for municipal Emergency Management for events that require some form of municipal Emergency Operations Center

City of Burlington, Vermont
Local Emergency Management Plan
2023

(EOC), not for emergencies that the on-scene Incident Command structure can handle internally.

4.1. Incident Command and the Emergency Operations Center (EOC):

Each incident must have an Incident Commander (IC) in charge of the response. In some cases, the EOC will support the ICs, but in some cases the EOC may also be the municipal ICP.

4.2. Maintain Situational Awareness:

Situational Awareness is maintained through timely reporting from the field. Information provided to the EOC will be evaluated to garner a picture of the current status and used by the planning team to create a plan for subsequent operational periods. Situational Awareness also may come from outside sources such as the media (mainstream and social), the public, neighboring jurisdictions. Other unidentified sources of information may present themselves throughout an incident. This information shall be documented, vetted, and shared like all other intel collected. *The EOC tracks events and response actions for municipal leaders.*

4.2.1. *Operations Log:*

An operations log shall be maintained within the EOC. (ICS 214 Activity Log) There shall be only one log for the EOC, and it shall capture all significant activities, decisions made and communications to and from the EOC. Each operational period shall be denoted within the log to include EOC personnel present during the operational period.

4.2.2. *Map:*

Events should be tracked graphically on a large situation map within the EOC. If capabilities allow for the projection of this mapping it will permit for constant sharing by all representatives within the EOC.

4.2.3. *Information Request Tracker:*

Requests for information will be tracked to show the source, date and time of the request. Additional information captured shall include the status/answers to the information request.

City of Burlington, Vermont
Local Emergency Management Plan
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4.2.4. *Damage Report:*

The City of Burlington will capture a list of public infrastructure damage (including roads, bridges, culverts, municipal utilities, historical structures, and public buildings, etc.) to facilitate funding requests during recovery. This list should be supported by photographs which show the date and time captured and a photo log describing the content of the photo.

4.3. Coordinate Resource Requests:

As requests for resource needs are identified they shall be documented on a Resource Request Message (ICS 213 RR) form. The EOC will record the request and attempt to fulfill them locally. In the event that resources are not available locally it may be necessary to request them through the State EOC or to coordinate the modification of the request to another quantity, kind, or type. The EOC should also coordinate the resource requests to ensure resources are deployed to areas of greatest need with a primary focus of deployment on life safety.

4.3.1. *Purchasing:*

Upon activation of the EOC, the EOC Director may authorize the purchase of related supplies, equipment, and services as required to directly support the ongoing incidents. Purchases shall be supported by receipts with a total EOC authorized purchase not to exceed \$1,000. Purchases in excess of \$1,000 will require approval of the Chief Financial Officer or their designee who has preapproval for such authorization during such events. Refer to City of Burlington Purchasing Policy

4.3.2. *Resource Request Tracker:*

Each resource requested shall be assigned a unique number. Resources will be tracked through a list of resources requested and will show their real time status. (Ordered, Available, Assigned, Out of Service).

4.3.3. *Financial Expenses:*

Throughout the entire response and recovery phase of an incident it is imperative to document all expenses. Expenses including materials, personnel, and equipment used. Documentation should include the date and time the incident began, along with expenses incurred from that time. Documentation should also include pictures, invoices, daily activity reports, and vehicle usage documentation, materials used from stock, rental/lease agreements, contract documents, and

City of Burlington, Vermont
Local Emergency Management Plan
2023

insurance information. Vehicle tracking shall include the vehicle identifier, start and end mileage, hours used, and a description of activities it is used for.

4.4. Provide and Monitor Public Information:

Enclosure 4

The City of Burlington, Emergency Management Director or in their absence an on-scene Incident Commander may have Vermont Emergency Management (VEM) send out an alert notification through the VT-Alert system. The EOC's designated Public Information Officer (PIO) monitors news reports and social media for information and requests from the public. In coordination with ICs, the PIO creates news updates and/or press releases to publish on the cities web page, local social media sites, and makes paper copies for distribution in areas that may not have normal communications. Multilingual releases should be made available whenever possible.

4.5. Vulnerable Populations:

Enclosure 5

The City of Burlington and Burlington Electric Department maintain lists of known vulnerable populations based on historical information. Points of contact are reviewed during plan review and information is confirmed. During an event, vulnerable populations within an affected area or throughout the City are monitored through the POC for each location. Through these contacts needs are identified and support is coordinated as applicable.

4.6. Sheltering and Care:

Enclosure 6

If the need arises to open a shelter to house displaced residents, city staff in the EOC will coordinate with the American Red Cross (ARC) to assist in shelter operations. Currently the ARC has shelter locations identified within the City of Burlington, which they will manage. These shelters spaces identify both day use and overnight capacities and would be utilized as needed.

4.7. Plan Future Operations:

The EOC supports Incident Commanders in planning and coordinating future response and recovery operations. In order to support these operations, it is necessary that information sharing occurs across all lines. As soon as possible, Damage Assessment and collection of supporting documentation should begin in an effort to facilitate reimbursement. Demobilization planning should occur early in the event so that unused resources can be released in a timely and efficient manner. For city assets and personnel, demobilization from the response will be

City of Burlington, Vermont
Local Emergency Management Plan
2023

the return to normal city operations accompanied by additional recovery tasks as necessary.

4.8. Update Briefings:

During multi operational period events, the EOC will conduct full update briefings for EOC staff, City Council Members, and other identified leaders. These meetings will occur at least once a day and are intended to share the goals for the day, synchronize activities, and to review the day's events. The normal format is as follows.

- Overview (EOC Director)
- Current situation (Situational Awareness)
- Resource issues (Logistics Support)
- Incident / Operations updates and issues
- Priorities and general comments (Mayor or City Council designee)

4.9. Night Shifts:

The EOC Director will determine the need for staffing at night and the missions for those on duty.

5. Demobilization:

5.1. Decision to Demobilize:

The EOC Director will demobilize the EOC based on the situation and operational objectives. Typical conditions for demobilization include:

- All first responders are demobilized or returned to normal work schedules
- All emergency issues for people within the city are resolved or completely transitioned to an appropriate service agency.
- Unresolved power issues within the city will be coordinated with Burlington Electric Department (BED) and a joint decision will be made related to the needs of BED for support from the EOC.

5.2. Demobilization Process:

- Notify City Council, Mayor's office, city department heads or designee, and State EOC that local EOC is shutting down
- Collect and file all EOC documentation for the incident
- Clean and put away all EOC equipment and supplies
- Identify any supply or equipment needs for the next EOC activation

City of Burlington, Vermont
Local Emergency Management Plan
2023

- Release EOC staff and secure facility

5.3. Transition to Recovery:

If necessary, the City Council appoints a Recovery Officer as the Incident Commander for recovery. The EOC Director makes all incident related documentation available to the Recovery Officer. The Recovery Officer establishes a Recovery Committee as his/her staff and sets operational objectives and meetings and tasks as required to achieve the objectives.

Enclosures:

- 1 - Contact Information
- 2 - Emergency Operations Center (EOC)
- 3 - Resources
- 4 - Public Information and Warning
- 5 - Vulnerable Populations
- 6 - Sheltering and Care

Enclosure 1 (Contact Information)

April 2023

City of Burlington, VT

Local Emergency Management Plan

Position	Name	Phone numbers - indicate Mobile, Home, Work			E-mail
		Primary	Alternate	Alternate	
Local Emergency Management Team					
EM Director (EMD)	Michael LaChance	M 802-343-1048	W 802-865-7578		mlachance@burlingtonvt.gov
EM Coordinator (EMC)					
Public Information Officer (PIO)	Samantha Sheehan	802-865-7272			ssheehan@burlingtonvt.gov
EOC Volunteer					
EOC Volunteer					
EOC Volunteer					
Local Response Organization Contacts					
Fire Chief	Michael LaChance	M 802-343-1048	W 802-865-7578		mlachance@burlingtonvt.gov
Deputy Fire Chief (Operations)	Derek Libby	M 802-318-5912	W 802-658-7660		dlibby@burlingtonvt.gov
Deputy Fire Chief (Administration)	Vacant	M	W		
Chief of Police Acting	Jon Murad	M 802-735-7143	W 802-540-2107		jjmurad@bpdvt.org
Deputy Chief of Administration Acting	Brian LaBarge	M 802-540-2269			blabarge@bpdvt.org
Deputy Chief of Operations	Wade Labrecque	M 802-556-1059	W 802-540-2226		wlabrecque@bpdvt.org
Local Dispatch Center	City of Burlington	W 802-864-5311	W 802-864-4551		
State Police	Williston Barracks Lt. Debra Munson	W 802-878-7111 After hours "Watch Commander"	C 802-498-8218	C 802-673-9887	debra.munson@vermont.gov
Chittenden County Sheriff's Dept.	Sheriff Daniel Gamelin	W 802-863-4341	F 802-863-7445		daniel.gamelin@vermont.gov

Enclosure 1 (Contact Information)

April 2023

City of Burlington, VT

Local Emergency Management Plan

Local Public Works Contacts					
Department of Public Works					
DPW – Director	Chapin Spencer	W 802-863-9094		M 802-316-0006	cspencer@burlingtonvt.gov
DPW – Ass't Director Maintenance Division	Lee Perry	W 802-863-9094		M 802-316-7568	lperry@burlingtonvt.gov
DPW – Ass't Director Technical Services	Norm Baldwin			M 802-316-6254	nbaldwin@burlingtonvt.gov
DPW – Ass't Director Parking and Traffic	Jeff Padgett			M 802-495-6176	jpadgett@burlingtonvt.gov
DPW – Ass't Director Water Resources	Megan Moir	W 802-540-1748		M 802-734-4595	mmoir@burlingtonvt.gov
DPW- Water Resources	Customer Service	W 802-863-4501	F 802-864-8233		Water-resources@burlingtonvt.org
DPW – Public Information Manager	Rob Goulding			M 802-881-2278	rgoulding@burlingtonvt.gov
DPW- Customer Service	Val Ducharme	W 802-863-9094	F 802-863-0466		Dpw-pinecustomerservice@burlingtonvt.gov
Municipal Government Contacts					
Mayor	Miro Weinberger	W 802-865-7273	M 802-598-6635	H 802-863-6495	mayor@burlingtonvt.gov
Mayor's Chief of Staff	Jordan Redell	802-881-7020		802-865-7272	jredell@burlingtonvt.gov
Mayors Communications Coordinator	Samantha Sheehan	802-865-7272			ssheehan@burlingtonvt.gov
Mayors Administrative Assistant	Erin Stoetzner	802-865-7272			estoetzner@burlingtonvt.gov
City Council President	Karen Paul	H 802-863-3827			Kpul@burlingtonvt.gov
Chief Administrative Officer	Katherine Schad	W 802-865-7012	W 802-865-7000	F 802-865-7014	Kschad@burlingtonvt.gov
Director of Financial Operations	Jason Gow		W 802-865-7000		jgow@burlingtonvt.gov

Enclosure 1 (Contact Information)

April 2023

City of Burlington, VT

Local Emergency Management Plan

Airport		W 802-863-2874			btvairport@gmail.com
Director of Aviation	Nicolas "Nic" Longo	M 802-503-7368	802-863-2874 ext. 236		nlongo@btv.aero
Airport - Deputy Director of Operations	Dave Carman	M 802-881-2659			dcarmen@btv.aero
Airport Operations Foreman	Doug Wood	802-578-4747	802-863-2874 ext. 221		dwood@btv.aero
Airport Operations Specialist	24 / 7	802-316-6014 Primary	802-318-5395		Someone available 24/7
Airport-Office Manager	Hannah Lumbra	802-863-2874 ext. 201	C 802-734-0184		hlumbra@btv.aero
Airport Police Services		M 802-316-0464	W 802-658-7664		
Animal Control (Community Service Officer)	c/o BPD	W 802-658-2704 x8	802-540-2375		
Attorney's Office	Vacant	W 802-865-7121		F 802-865-7123	
Burlington Electric Department	Burlington Electric	W 802-865-7300	W 802-658-0300		
BED – General Manager	Darren Springer	W 802-865-7406	M 802-522-2082		Dspringer@burlingtonelectric.com
BED – Manager Safety & Risk mgmt.	Paul Alexander	W 802-865-7471	M 802-922-8377		Palexander@burlingtonelectric.com
BED – Manager of Customer Care, Communications, and Energy Services	Mike Kanarick	W 802-865-7405	M 802-735-7962		Mkanarick@burlingtonelectric.com
Burlington Telecom	Cust. Service // Will Dushane Tech support	W 802-540-0007	C 802-318-6040	F 802-652-4220	customerservice@burlingtontelecom.com
City Arborist	Vincent "VJ" Comai	W 802-735-3055			vcomai@burlingtonvt.gov
Clerk / Treasurer	Office	W 802-865-7000		F 802-865-7014	burlingtontownclerk@burlingtonvt.gov
City Clerk : Assistant	Sarah Montgomery	W 802-865-7020			smontgomery@urlingtonvt.gov

Enclosure 1 (Contact Information)

April 2023

City of Burlington, VT

Local Emergency Management Plan

Forest Fire Warden	BFD Shift Commander	W 802-658-7661	M 802-363-6474	W 802-864-5311	
Harbormaster	Erin Moreau	W 802-316-0263			emoreau@burlingtonvt.gov
Harbormaster – Deputy	Robert Peterson	W 802-316-1009			rpeterson@burlingtonvt.gov
Health Officer	c/o Permitting and Inspection	W 802-863-0442	F 802-863-0466		
Parks Recreation and Waterfront					
Director	Cindi Wight	802-495-1919			cwight@burlingtonvt.gov
Parks and Rec Maint. & Ops Super'	Deryk Roach	802-316-0007			droach@burlingtonvt.gov
Parks and Rec Miller Center Office		802-864-0123			
Parks and Rec CORE (ONE Comm Center)	Melissa Cate		802-316-0784		
Parks and Rec Leddy Ice Arena	Melissa Cate	802-865-7538	802-316-0784		
Parks and Rec North Beach Campground	Alec Keading Campground and beach Mgr.	802-862-0942	802-316-6988	802-540-8362	akaeding@burlingtonvt.gov
Parks and Rec Marina/Boathouse	Robert Peterson	802-316-1009			bkaplan@burlingtonvt.gov
Recreation Facilities Superintendent	Melissa Cate	802-316-0784			mcate@burlingtonvt.gov
Parks and Rec Facilities Maint. Mgr.	Chris Beaudry	802-316-2768			cbeaudry@burlingtonvt.gov
Parks and Rec Public Buildings Mgr.	Kim Bleakley	802-557-7082			kbleakley@burlingtonvt.gov
Permitting and Inspection					
Director	William Ward	W 802-865-7510	F 802-652-4221	M 802-881-4696	wward@burlingtonvt.gov
Permitting and Inspection Housing Division	Patricia Wehman Div. Mgr.	W 802-864-8524	F 802-652-4221	M 802-557-2678	pwehman@burlingtonvt.gov
Building Inspector	Brad Biggie	W 802-540-1739		M 802-338-5488	bbiggie@burlingtonvt.gov
School District Office	Burlington School District	W 802-865-5332	F 802-864-8501 Central Office		

Enclosure 1 (Contact Information)

April 2023

City of Burlington, VT

Local Emergency Management Plan

School District Superintendent	Tom Flanagan	W 802-864-8474		M 802-355-4664	tflanagan@bsdvt.org
Executive Assistant to Superintendent	Bonnie Ryder	W 802-864-8474		M 802-777-3869	bryder@bsdvt.org
Burlington School District					
Burlington High School	67 Cherry St.	W 802-864-8411	F 802-864-8408		
Burlington Tech Center	52 Institute Rd.	W 802-864-8426	F 802-864-8521		
Champlain Elementary	800 Pine St.	W 802-864-8477	F 802-864-2157		
C.P. Smith Elementary	332 Ethan Allen PKWY.	W 802-864-8479	F 802-864-4923		
Early Education		W 802-864-8463			
Edmunds Elementary	299 Main St.	W 802-864-8473	F 802-864-2166		
Edmunds Middle School	275 Main St.	W 802-864-8486	F 802-864-2218		
Hunt Middle School	1364 North Ave.	W 802-864-8469	F 802-864-8467		
Horizons at St. Marks	1271 North Ave.	W 802-84-8497			
Integrated Arts Academy	6 Archibald St.	W 802-864-8475	F 802-864-2162		
J.J. Flynn Elementary	1645 North Ave.	W 802-864-8478	F 802-864-2145		
ONTOP at BHS	20 Rock Point Rd.	W 802-864-8496	F 802-864-2213		
Sustainability Academy	123 North St.	W 802-864-8480	F 802-864-2161		
Private Schools:					
Baird School	1138 Pine St.	802-488-6800			
Christ the King School	136 Locust St.	802-862-6696			
Mater Christi School	50 Mansfield Ave.	802-658-3992			
Rock Point School	1 Rock Point Rd	802-863-1101			
Local Contacts					
VT211		211	802-652-4636		
Vermont Gas	Vermont Gas	W 802-863-4511	W 802-639-8081	F 802-863-8872	customerservice@vermontgas.com

Enclosure 1 (Contact Information)

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City of Burlington, VT

Local Emergency Management Plan

Red Cross	Disaster Relief	855-891-7325	General Inquiries	800-464- 6692	
Mobile Telecom Utility					
Utility - other					
Shelters					
Primary Shelter Champlain Elementary School Contact	Joe Resteghini Principal	C 802-383- 8449			
Champlain Elementary Alt Contact	Janet Breen Admin. Asst.	C 802-598- 0670			
Alt. Shelter Sustainability Academy at Barnes Contact	Nina Oropeza Principal	C 802-343- 6607			
Sustainability Academy at Barnes Alt Contact	Monica Gragg Admin. Asst.	C 802-598- 0670			
Alt. Shelter C.P. Smith School Contact	Len Phelan	C 802-355- 7414			
C.P. Smith School Alt. Contact	Nancy Winn				
Health Centers					
Community Health Centers of Burlington	617 Riverside Ave.	802-864-6309			
Spectrum Youth Center	179 Pearl St.	802-52-1080	802-864-7423		
Safe Harbor Health Center	184 S. Winooski Ave.	802-864-6309			
Planned Parenthood	173 St. Paul St.	802-863-6326			
UVM Medical Center		802-847-0000			
Mental Health Services	Howard Services	802-488-6000			hcinfo@howardcenter.org
Home Health Services					
Nursing Homes					
Birchwood Nursing Home	43 Starr Farm Rd.	802-863-6384			
Burlington Health and Rehab	300 Pearl St.	802-658-4200			
Elderwood at Burlington	98 Starr Farm Rd.	802-658-6717			

Enclosure 1 (Contact Information)

April 2023

City of Burlington, VT

Local Emergency Management Plan

Assisted Living					
Cathedral Square Assisted Living	3 Cathedral Sq	802-863-1479			
Converse Home	272 Church St.	802-862-0401			
Ethan Allen Residence	1200 North Ave	802-658-1573			
St. Joseph's Home	243 N. Prospect St.	802-864-0264			
Residential Care Homes					
Atwood House	1132 Pine St	802-863-0056			
Lakeview Community Care Home	322 St. Paul St	802-488-7033			
Pennington House	1822 North Ave	802-863-3231			
Housing					
10 North Champlain	Burlington Housing	802-658-1750			
101 College St	Burlington Housing	802-658-1750			
113 Elmwood Ave	Joseph's House	802-951-4290			
214 North Prospect Street	Fern Hill Housing	802-658-6442			
230 St. Paul St	Burlington Housing	802-658-1750			
262 South Prospect Street	Ruggles House	802-859-8862			
29 North Champlain					
300 Flynn Ave	Howard Center	802-488-6969			
43 Elmwood Ave	McKenzie House	802-658-5000			
72 Heineberg	Heineberg Senior Housing	802-859-8852			
95 North Ave					
Senior Housing	55+ or tenants with disabilities	Total number of units			
Cathedral Square Assisted Living	3 Cathedral Square	108			
Champlain Apartments	10 North Champlain St	50			
The Converse Home	272 Church St	66			
Decker Towers Apartments	230 St. Paul St	160			

Enclosure 1 (Contact Information)

April 2023

City of Burlington, VT

Local Emergency Management Plan

Fern Hill Apartments	214 No. Prospect St	60			
Heineberg Senior Housing	72 Heineberg Rd	82			
Juniper House	35 Cambrian Way	70			
McAuley Square	110, 130, 140 Mansfield Ave	74			
McKenzie House	43 Elmwood Ave	41			
Ruggles House	262 South Prospect St	14			
Saint John's Hall	184 Elmwood Ave	22			
South Square	101 College St	65			
Thayer House	1197 North Avenue	69			
Housing restricted to tenants with disabilities		Total number of units			
Arroway	41 Spruce St	7			
Dismas House	96 Buell St	7			
Howard MH Group Home	72 No. Winooski Ave	7			
Monroe Place	29 No. Champlain St	15			
Pennington House	1822 North Ave	6			
Shelter Plus Care	20 So. Willard St	6			
South End Community Housing	336 St. Paul St	6			
Supportive Housing for Homeless	**Not Shelters	Total numbers of units			
95 North Avenue	95 North Ave	14			
Branches	222 North St	6			
Dettman Place	36 King St	14			
Housing for Homeless Youth	141 Maple St	9			
St. John's Hall	184 Elmwood Ave	22			

Enclosure 1 (Contact Information)

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City of Burlington, VT

Local Emergency Management Plan

Sarah Cole House – Housing for Homeless Women	415 So. Union St.	12			
Shelter Plus Care	20 So Willard St.	6			
Congregate Affordable Housing	Can be Found at:				https://www.housingdata.org/find-rental-housing?term_node_tid_depth=579
Child Care	See Attached Vulnerable Populations				
Mobile Home Park					
Local Community Service Org					
Local Community Service Org					
ATV or Snowmobile Club					
Town Bank Contact					
24 Hour Fuel					
Predesignated Contractor					
Local Contractor					
Local Contractor					
Local Building Supply	Curtis Lumber	315 Pine St	802-651-6500		
Equipment Rental Center					
Meals on Wheels Age Well		800-642-5119 M-F 0830-1630	802-865-0360	F 802-865-0363	
Local Food Vendor or Prep					
Outdoor Club/Scout Troop					
High School Student Group					
Local College Resource					
Animal Shelter / Kennel					

Enclosure 1 (Contact Information)

April 2023

City of Burlington, VT

Local Emergency Management Plan

Disaster Animal Rescue Team (DART)					
Adjacent Municipalities					
South Burlington EOC	Steven Locke	802-356-1376			slocke@southburlingtonvt.gov
South Burlington EMD	Terry Francis				
Colchester EMD	Seth Lasker	802-316-1722			
Colchester EOC	Colchester PD	802-264-5555			
Winooski EMD		802-655-6410 X23			
Winooski EMC	John Audy - Fire Chief	W 802-655-6420	M 802-373-7891		
Shelburne Town Clerk	Diana Vachon	802-985-5116			
STATE/FEDERAL Partners					
State Emergency Operations Center (SEOC)	45 State Dr. Waterbury VT	800-347-0488	802-244-8721		
VTTrans District 5 Acting District Transportation Admin.	Ernie Patnoe	802-655-1580	F 802-655-6642		ernie.Patnoe@vermont.gov
Vermont Dept. of Health		802-863-7200	800-464-4343	F 802-865-7754	
State Haz-Mat	Patrick McLaughlin	800-641-5005	M 802-585-4468		Patrick.McLaughlin@vermont.gov
State USAR	Mike Cannon	800-347-0488	M 802-363-2560		Michel.cannon@vermont.gov
VT DPS Fire Safety Office	William Brown Regional Manager	802-879-2300	800-366-8325	F 802-879-2312	William.Brown@vermont.gov
Agency of Natural Resources	Spill Reporting	802-828-1138	800-641-5005		
ANR River Engineer	Chris Brunelle	802-777-5328			Chris.Brunelle@vermont.gov
ANR Floodplain Manager	Rebecca Pfeiffer	802-490-6157			Rebecca.Pfeiffer@vermont.gov
ANR Dam Engineer	Ben Green	802-622-4093			Benjamin.Green@vermont.gov
VT Dept. of Forests, Parks, and Recreation Essex Regional Office	Ethan Tapper-County Forester	802-879-6565	802-585-9099	F 802-878-5192	Ethan.tapper@vermont.gov

Enclosure 1 (Contact Information)

April 2023

City of Burlington, VT

Local Emergency Management Plan

Regional Planning Commission	Chittenden County RPC	802-846-4490	F 802-846-4494		connect@ccrpcvt.org
Railroad Contact	Vermont Railway Inc.	Emergency 888-265-2735	802-862-2503		vrscustomerservice@vrs.us.com
U.S. Coast Guard	Coast Guard Station Burlington	Emergency 802-864-6791	F 802-951-6793	802-951-6792	
U.S. Forest Service					

Enclosure 2 (Emergency Operations Center)

April, 2022

City of Burlington

Local Emergency Management Plan

1. **Concept:** The Emergency Operations Center (EOC) is an organization that coordinates information, support, and response across the municipality for Incident Commanders and government officials. Its main functions are to maintain situational awareness for municipal leaders, coordinate resource and information requests, and provide public information.

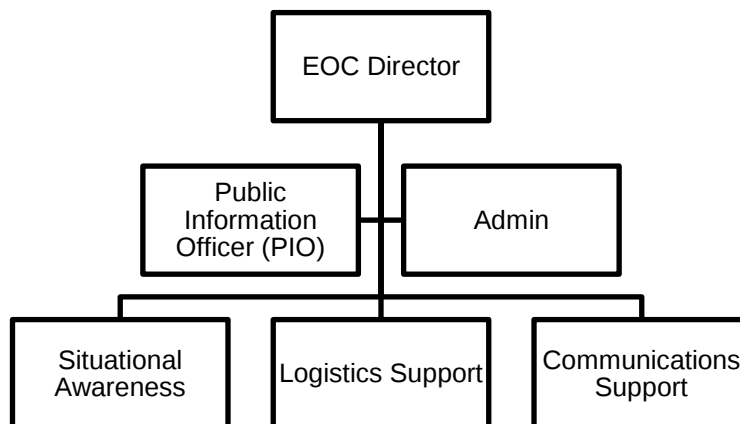
1.1. In some cases, the EOC coordinates support for one or more ICs (for example, during an ice storm the Road Foreman may be clearing roads while the Fire Chief is fighting a fire). In that case, the EOC may request information and provide or prioritize resources, but the EOC should never direct tactical operations.

1.2. In some cases, typically during recovery or long-running, low threat incidents like pandemics or extended power outages, the EOC Director may be the Incident Commander for town-wide efforts. In that case, the EOC acts as the municipal Incident Command Post (ICP) and may direct tactical operations.

2. **EOC Organizational Structure:**

This is the preferred operating structure for the City of Burlington EOC. If circumstances dictate though there is the opportunity to deviate from this model.

2.1. This is the preferred operating structure for MUNICIPALITY.



Enclosure 2 (Emergency Operations Center)

April, 2022

City of Burlington

Local Emergency Management Plan

2.2. These are the functions of the positions within the preferred operating structure above. Depending on the specific emergency and staff available, positions and functions may be combined or subdivided.

Position	Job Description
<i>EOC Director</i>	<i>- Supervises and directs all EOC activities coordinating municipal support and response</i>
<i>Public Information Officer</i>	<i>- Coordinates all messaging with Incident Commander(s) - Produces and posts public information and press releases - Monitors public media for useful information and to correct inaccurate reports</i>
<i>Admin</i>	<i>- Maintains operations log - Supports incident commanders in documenting expenses for reimbursement</i>
<i>Situational Awareness</i>	<i>- Updates status board and map - Tracks and answers any Requests For Information (RFI) from Incident Commander(s) and town officials</i>
<i>Logistics Support</i>	<i>- Tracks and coordinates fulfillment of any Requests For Support (RFS) from Incident Commander(s) - Provides resources for the EOC itself (e.g. coffee, food, sleeping areas, batteries, fuel for generator, ...)</i>
<i>Communications Support</i>	<i>- Staffs phones and radio</i>

3. Primary EOC Facility.

1. Burlington Police Department, 1 North Avenue, Burlington VT
2. Phone Number(s): 802-658-2704 (Public)
3. Mobile service available / provider: Verizon good, AT&T good
4. EOC risk factors: Lack of separation from public highway
5. Facility Contact: City of Burlington Police Chief
6. Access: Access will be coordinated through Burlington Police Department
7. Internet: Redundant System in Place – Access information needs to be provided
8. Available Equipment:
 - i. Landline telephones
 - ii. Projector

Enclosure 2 (Emergency Operations Center)

April, 2022

City of Burlington

Local Emergency Management Plan

- iii. Copy Machine
 - iv. Base Radio
- 9. Equipment needed (and where it is / who has it):
 - i. Employees working within the EOC are expected to bring their own computer devices
 - ii. Cellular phones
- 10. Backup power / instructions: redundant back-up power is present on site
- 11. Layout: Layout diagrams and design are maintained by Burlington Police Department

4. Alternate EOC Facility.

- 1. Burlington Electric Dept. 585 Pine St. Burlington VT
- 2. Phone Number(s): 802-865-7300
- 3. Mobile service available / provider: *Verizon good, AT&T good*
- 4. EOC risk factors:
- 5. Facility Contact:
- 6. Access: Access is available with Knox Box, however should be coordinated through BED
- 7. Internet:
- 8. Available Equipment:
- 9. Equipment needed (and where it is / who has it):
- 10. Backup power / instructions:
- 11. Layout:

Enclosure 3 (NIMS Typed Resources)

April, 2022

City of Burlington, VT

Local Emergency Management Plan

1. **Concept:** The Emergency Operations Center (EOC) can coordinate resource support for Incident Commander(s). The municipality should **use municipal resources, mutual aid agreements, and local purchases first** to get resources for response as needed and available. The State Emergency Operations Center (SEOC, 800-347-0488) will help coordinate any state support teams or other external resources that local responders may need.

1.1. State support that is usually at no cost to the municipality:

- Vermont Hazardous Material (HAZMAT) Response Team (VHMRT)
- Vermont Urban Search and Rescue (USAR, VT-TF1)
- Vermont State Police and Special Teams
- Community Emergency Response Teams (CERTs)
- Swift water Rescue Teams
- Regional Shelter Support
- State government agency expertise / services
- Federal response agency expertise

1.2. State support the municipality will normally eventually have to pay for:

- Supplies and equipment (including sandbags)
- VTrans Equipment and Personnel
- Vermont National Guard Support

1.3. The state may be able to provide resources at no expense, and in major disasters there may be state and federal funds available to help defray expenses, but **normally municipalities are responsible for paying for emergency response costs**. *When requesting resources through the SEOC, the SEOC will ask if local resources have been exhausted; if so, the SEOC will help find sources from which the municipality can buy or contract for supplies or the SEOC may coordinate supplies and other resources for the municipality if the timing and cost is acceptable.*

Enclosure 3 (NIMS Typed Resources)

April, 2022

City of Burlington, VT

Local Emergency Management Plan

2. **Emergency Purchasing:**

2.1. **Authority:** The EOC is bound by the Cities purchasing policy and there is no ability to deviate from the same. Emergency purchases must be approved by the City Council.

2.2. **Processes:** Working with the Mayor and the Chief Administrative Office (CAO) the EMD would request that City Council waive or amend the purchasing policy as needed for emergency purchasing.

3. **Businesses with Standing Municipal Contracts:**

The City of Burlington conducts business with a variety of vendors and has accounts existing within the Cities accounting software.

4. **Other Local Resources:**

The City of Burlington conducts business with a variety of vendors and has accounts existing within the Cities accounting software.

Enclosure 3 (NIMS Typed Resources)

April, 2022

City of Burlington, VT

Local Emergency Management Plan

5. National Incident Management System (NIMS) Typed Resources*.

Type	I	II	III	IV	Other	Type	I	II	III	IV	Other
Critical Incident Stress Management Team						Hydraulic Excavator, Large Mass Excavation					
Mobile Communications Center						Hydraulic Excavator, Medium Mass Excavation					
Mobile Communications Unit						Hydraulic Excavator, Compact	1				
All-Terrain Vehicles				5		Road Sweeper	1		1		
Marine Vessels				1	1	Snow Blower, Loader Mounted					
Snowmobile						Track Dozer					
Public Safety Dive Team						Track Loader					
SWAT/Tactical Team				1		Trailer, Equipment Tag-Trailer		2	4		
Firefighting Brush Patrol Engine						Trailer, Dump					
Fire Engine (Pumper)	4					Trailer, Small Equipment		2	4		
Firefighting Crew Transport						Truck, On-Road Dump		3	10	8	
Aerial Fire Truck	3					Truck, Plow	1	10	4	11	
Foam Tender						Truck, Sewer Flusher		2			
Hand Crew						Truck, Tractor Trailer					
HAZMAT Entry Team						Water Pumps, De-Watering					
Engine Strike Team						Water Pumps, Drinking Water Supply - Auxiliary Pump					
Water Tender (Tanker)						Water Pumps, Water Distribution					
Fire Boat						Water Pumps, Wastewater					
Aerial Lift - Articulating Boom				1		Water Truck					
Aerial Lift - Self Propelled, Scissor, Rough Terrain						Wheel Dozer					
Aerial Lift - Telescopic Boom						Wheel Loader Backhoe	3				
Aerial Lift - Truck Mounted			3	1		Wheel Loader, Large					
Air Compressor				2		Wheel Loader, Medium					
Concrete Cutter/Multi-Processor for Hydraulic Excavator						Wheel Loader, Small	2		1		
Electronic Boards, Arrow						Wheel Loader, Skid Steer			1		
Electronic Boards, Variable Message Signs	6					Wheel Loader, Telescopic Handler					
Floodlights	1					Wood Chipper	2				
Generator						Wood Tub Grinder					
Grader											

*Information about the NIMS Typed resources can be found at: <https://rslt.preptoolkit.fema.gov>

Enclosure 4 (Public Information and Warning)

April, 2022

City of Burlington

Local Emergency Management Plan

1. **Concept:** During any significant emergency, the Emergency Operations Center (EOC) and Incident Command Posts (ICPs) will coordinate and manage public information, both by producing accurate, timely reports and by tracking what is publicly reported to minimize confusion and help ensure a positive public response.

2. **Public Information Officer (PIO) Coordination:** The EOC Director will appoint a PIO and coordinate that activity directly or through the Cities Communications Specialist. While the EOC is operational, there will be only one PIO and press releases will come through the EOC. Efforts will be coordinated with the IC's to provide specific and accurate information.

3. **Releasing Public Information:**

3.1. Emergency Notifications: The VT-Alert notification system can send phone messages to all landlines in an area, and phone calls, text messages, and emails to people who have registered for them. Alerts through VT-Alert will be published by the EOC PIO and or Communications Specialist and approved by the EMD prior to release. *To send a notification, pass the message and target area to the State Emergency Operations Center (800-347-0488).*

3.2. Current Information: The PIO will post all official municipal emergency news to the Cities web site/Facebook page/email list as soon as possible. The main City website/Facebook page should only contain current, accurate information - the PIO will remove or archive old or erroneous information. *Public notice sites for non-phone/internet information will be posted at the city clerk's office, the Fletcher Free Library, and the Department of Public Works bulletin boards, as is consistent with the cities posting of warned meetings.*

3.3. Press Releases: The PIO will publish press releases as required.

3.4. Media Inquiries and Interviews: The PIO will answer any media inquiries and coordinate, if not give, any media interviews.

3.5. Media Corrections: When possible, the PIO will correct inaccurate information in news and social media by ensuring the town web site has the correct information,

Enclosure 4 (Public Information and Warning)

April, 2022

City of Burlington

Local Emergency Management Plan

and then as soon as possible notifying the inaccurate source (e.g. by posting a comment, calling, sending an email, etc. along with a link to the cities website).

4. Monitoring Public Information: The PIO will monitor traditional news sources along with social medial and email sources of information. *These sources include local television stations, (WCAX, WPTZ, WFFF, WVNY) Local Radio Stations including but not limited to (WEZF 92.9, WOKO 98.9, WVMT 960, WDEV 550). Social Media sources such as Twitter and Facebook will be monitored.*
5. Vermont 2-1-1: To coordinate for Vermont 2-1-1 to give out information during a local or regional emergency, call 2-1-1 directly and pass on the critical information. 2-1-1 will pass that information on to any residents who call.

5.1. United Ways of Vermont operates the Vermont 2-1-1 system: The system provides information and referral services to the people of Vermont in cooperation with a large number of state and local government and community based entities. 2-1-1 collects and maintains a database of local resource information and is available to take calls from the general public to inform and instruct them in relation to emergency events, and to refer them to the appropriate response and recovery resource, if necessary.

5.2. In a major state emergency: the State Emergency Operations Center will coordinate with 2-1-1 to provide and collect general information and will also coordinate directly with affected governments to pass along key local information, both to and from 2-1-1, depending on the emergency.

5.3. 2-1-1 is always available (24-7-365) to provide general information and referral services: - it is not just for emergencies. Individuals contact 2-1-1 by dialing 211 from a phone within Vermont, calling 1-866-652-4636 (toll free within Vermont), or (802) 652-4636 (from outside of Vermont). While 211 is the preferred number, the other numbers are useful if there are emergency issues with phone exchanges or when using a mobile phone that is reaching a tower outside of Vermont.

Enclosure 5 (Vulnerable Populations)

April, 2022

City of Burlington

Local Emergency Management Plan

1. **Concept:** During a long duration emergency, the Emergency Operations Center (EOC) may need to monitor the needs of and coordinate support for vulnerable populations. The EOC will determine whether vulnerable populations may be at risk, identify individual needs, and monitor their status until normal services are restored. In many cases support for vulnerable populations may be reason to open or continue an EOC, even after initial response operations have ended.
2. **Risk Determination:** An Incident Commander determines whether vulnerable populations may be at risk based on the emergency and its potential impact on local residents. For example, closed and damaged roads may prevent people from getting food and medicines, and home medical equipment may not work during power outages, but even major flooding that only affects a limited area may not present any significant problems to vulnerable residents.
3. **Identification:** Vulnerable populations are identified ahead of time through identified care facilities, assisted living establishments, State licensed/registered child care facilities, educational facilities, and through the Burlington Electric Department Emergency Contact List of energy dependent residents within their service area.
4. **Contact and Monitoring:** Outreach efforts will take place early into an event focusing on neighborhoods affected first. A list will be established showing most recent contact and status of the residents. Contact should be continually made every 24 hours or more throughout the event.
5. **Organizations and Facilities that Serve Vulnerable Populations:** The following organizations routinely work with people who may have short or long term special needs.
 - CARE (Citizen Assistance Registration for Emergencies) - database of people who may need special help during an emergency, available through Williston VSP Public Safety Answering Point (PSAP)
 - Meals on Wheels- Delivery of hot, homemade food to people of Burlington, South Burlington, Winooski, Shelburne, Charlotte, and parts of Colchester.
 - Visiting Nurses Association – Home health agency caring for people of all age groups with all sorts of medical needs.
 - Burlington Electric Dept. (BED) – maintains “Life Support” customers list

Enclosure 6 (Sheltering and Care)

April, 2022

City of Burlington

Local Emergency Management Plan

1. **Concept:** During some emergencies, the Emergency Operations Center (EOC) will monitor or coordinate support for residents who are displaced due to property or infrastructure damage.

2. **Spontaneous Sheltering:** If there is no local shelter available:

- Determine the approximate number of people who need sheltering.
- Call the State EOC / Watch Officer at 800-347-0488 and request support.
- Track the status of residents who need shelter until their situation stabilizes.

2.1. Temporary Lodging: When small numbers of people are displaced by disasters, the American Red Cross (ARC) and Vermont Agency of Human Services, Economic Services Division (ESD) can provide temporary lodging in hotels or motels.

2.2. Regional Shelters: In major emergencies, the state will work with the American Red Cross to open regional overnight shelters for large numbers of displaced people.

3. **Daytime Shelters:** Daytime shelters will be established in facilities pre-designated by the American Red Cross and are dependent upon the location and determined needs within the City. See Enclosure 1

4. **Overnight Shelters:** Within the City of Burlington, the American Red Cross runs the shelters and has several pre-designated shelters. The Agreed upon Primary Shelter is:

4.1. Champlain Elementary School.

- Address: Pine Street, Burlington VT
- Facility Contact: Principal, Joe Resteghini
- Phone: 802-383-8449
- Activation:
- Shelter Manager: American Red Cross
- Staff Required:
- Capacity: 187
- Generator:
- Pets:
- Services:

Enclosure 6 (Sheltering and Care)

April, 2022

City of Burlington

Local Emergency Management Plan

- Agreement Summary: Memorandum of Agreement between ARC and School, 2019