

## Sudbury LEPC VIP (Vulnerable In-town Populations) Subcommittee

Minutes of meeting Monday, October 2, 2006; 10:00 AM, Sudbury Senior Center

Present: Catherine Congo, Wingate; Kristin Kiesel, Council on Aging; Martha Lynn, Sudbury Town Social Worker

Also invited: Roberta Henderson, Sudbury Pines; Jo-Anne Howe, Sudbury Housing Authority; Elizabeth Weisner, Orchard Hill

<b>Next meeting</b>	Wednesday, November 1, 2006, 10:00 AM, Wingate		
<b>Issue</b>	<b>Discussion</b>	<b>Decisions/Questions</b>	<b>Next Steps</b>
VIP committee formation	The Sudbury LEPC had requested that a committee be formed to help prepare detailed emergency plans for seniors and people with disabilities. This was the first meeting of the new group.	The committee decided that it would call itself the VIP committee, for Vulnerable In-town Populations.	
<b>New Business</b>			
Membership	The committee suggested that certain others should be invited to join the committee, including Marilyn Fatherly, Property Manager at Longfellow Glen; Mike Carroll, Assistant Fire Chief; The Parmenter VNA Board of health Nurse, someone from the Red Cross, and a representative from Springhouse Pond and Frost Farm, as well as someone from the clergy. These are in addition to those who were invited to the inaugural meeting but could not attend.	The suggested people will be invited to the next meeting November 1 at 10:00 AM at Wingate.	Martha will ask Marilyn Fatherly and the Parmenter Board of Health nurse.  Kris will approach Frost Farm and Springhouse Pond, Mike Carroll, the Red Cross and the clergy association.
Mission statement	The committee developed a mission statement as follows: The VIP Committee works to ensure preparedness to provide immediate and long-term emergency services and shelter for seniors and people with disabilities in Sudbury, to develop a culture of preparedness among this vulnerable population, and to advocate for policies and procedures that take into account		

	their special needs.		
<b>Objectives</b>	The committee established objectives as shown on the “Starting Plans of Action” document.		
<b>Actions</b>	The committee set up a list of actions to achieve the listed objectives as shown on the “Starting Plans of Action” document.	Assembling the list of community resources is one good place to begin.	Committee members will bring with them a list of available resources at their agency or organization.
<b>Next meeting</b>	Wednesday, November 1, 10:00 AM, in the Sudbury Senior Center		

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