

# Office of Emergency Management Year End Report 2011

## Major Incidents

The Office of Emergency Management responded to the following incidents during the year:

- Hazmat odor Washington Avenue
  - Assisted Chatham Borough Fire Department
- Chlorine spill on N. Passaic Avenue
  - Assisted Chatham Borough Fire Department
- Natural gas leak on Hillside Avenue
  - Assisted Chatham Borough Fire Department
- Hurricane Irene
  - Opened and staffed Emergency Operating Center
  - Submitted Preliminary Damage Assessment Form to Morris County Office of Emergency Management
  - LEPC meeting
  - Submitted request for Public Assistance to FEMA
- Snow Storm
  - Opened Emergency Operating Center
    - Coordinated with Chatham Borough Police Department and the Chatham Borough Department of Public Works
    - Submitted Preliminary Damage Assessment Forms to Morris County Office of Emergency Management

## Planning

- Continued the practice of conference calls with the Colonial Crossroads Chapter of the American Red Cross in preparation for anticipated storm activity
- Attended a Borough Staff meeting in preparation for anticipated storm activity
- Planned with the Board of Health and CERT members for the Annual Flu Clinic
- Reviewed the Garden Terrace Nursing Home Emergency Operating Report

## **Operating Plan**

The Chatham Borough Emergency Operating Plan was submitted to the New Jersey State Police Office of Emergency Management for review. The plan was approved in June, 2011. The plan continues to be updated as conditions require.

The use of the Morris County Communications Center was added to our EOP

## **Emergency Operating Center**

This year the Emergency Operating Center was activated twice for storm related activity. The Operating Center is used to coordinate activities between the Borough Police, Department of Public Works and the Fire Department. We also coordinate between the Colonial Crossroads Chapter of the American Red Cross and various Morris County and State Agencies.

The State and Morris County Offices of Emergency Management have met with Jersey Central Power and Light to improve communications.

## **Community Emergency Response Team**

- The CERT members continue to meet monthly, except for July and August.
- This year, CERT were in the line of march for the 4<sup>th</sup> of July Parade
- The CERT members assisted at the annual Flu Clinic sponsored by the Board of Health.
- All CERT members were trained in CPR and in the use of an automatic external defibrillator.
- Each year the team continues to update their first aid and CPR skills.
- The CERT members continue to use an emergency notification system for activation

## **Education**

- Attended Coordinators seminars hosted by the Morris County Office of Emergency Management
- Attended the New Jersey Emergency Preparedness Association
  - Respirator fit testing
  - National Weather Service training
  - Utility Infrastructure safety
  - FBI Crisis training
  - Hurricane Preparedness training

- Attended a Planning Seminar for conducting Damage Assessment Exercises
- Attended a Seminar of Table Top Exercise Planning
- Attended a Public Safety Gas & Electric Safety Training Session
- Attended a Leadership and Mentoring Training Program

### **Mitigation**

- The Borough Plan was updated as a result of storm activity in 2011

### **Goals**

- Relocate the Emergency Operating Center to the decommissioned Command Desk area of the Chatham Borough Police Department
  - Install additional phone lines for volunteer call takers.
- Continue to build on the CERT
  - Monthly training reviews and updates
  - Increase their first aid and CPR skills
  - Build on teamwork
  - Recruit new members
- Continue my education in relation to Emergency Management
  - Seminars
  - Training classes
  - County meetings
- Continue to review and maintain our Emergency Operating Plan
- Utilize the Borough Web site and Bulletin Board to keep our residents informed
- Continue to utilize the Morris County Notification System to keep Borough residents advised in emergency situations
- Continue to the Morris County Emergency Reporting System E-Team to keep surrounding towns along with County and State Agencies updated during emergency events.

## Comments

Once again, I would like to thank all of the elected and appointed officials, department heads, and the Colonial Crossroads Chapter of the American Red Cross who assisted me with Emergency Management. They are a valuable and dedicated resource to the Borough and our citizens. The goals of Emergency Management are constantly changing and our Emergency Operating Plan is undergoing constant revision. I am looking forward to continuing this process for our residents.

Respectfully submitted,

W. J. Nauta  
Coordinator