

## **Major Incidents**

During 2013 there were no incidents which involved Emergency Management.

## **Planning**

- Continued the practice of conference calls with the American Red Cross in preparation for anticipated incidents
- Planned with the Board of Health and CERT members for the Annual Flu Clinic
- Reviewed the Garden Terrace Nursing Home Emergency Operating Plan
- Reviewed the Saint Patrick Church and School Emergency Operating Plan
- Conducted and participated in a Table Top Exercise which was storm related
- Conducted and participated in a Functional Exercise which was storm related
- Deputy Coordinator Steve Williams completely revamped the Emergency Operating Center
  - Moved from second floor to council chambers
  - Three 50 inch monitors were installed
  - New phone lines were added
  - New computer internet connections were added
  - Software for up to the minute information was purchased
- Publication and distribution of the “Chatham Borough Emergency Guide”
  - Mailed to every Borough resident
- Started a volunteer database

## **Operating Plan**

- Each department head reviewed their section of the Emergency Operating Plan.
  - Updates were made as required

## **Community Emergency Response Team**

- The CERT members continue to meet monthly, except for July and August

- The CERT members assisted at the annual Flu Clinic sponsored by the Board of Health
- As in the past CERT members continue to hone their first aid, CPR, AED and response skills

### **Education**

- Attended Coordinators seminars hosted by the Morris County Office of Emergency Management
- Attended the New Jersey Emergency Preparedness Association Conference
  - Computer Safety
  - Elevator Rescue
  - Hurricane Preparedness
  - RACES Organization
  - Weather events in New Jersey
- Attended a JCP&L Storm Response Seminar
- Attended a PSE&G training session
- Attended a Gas Pipeline safety seminar
- Attended a Chatham Clergy Storm related meeting
- Attended a FEMA Recovery Seminar
- Attended a Purchasing Round Table Discussion

### **Goals**

- Continue to build a volunteer base
- Conduct an all agency Functional Exercise
- Continue to update EOC Operations Manual
- Continue to build CERT program
  - Build on Teamwork
  - Recruit new members
- Continue my education in Emergency Management

- Seminars
  - Training Classes
  - County meetings
- Continue to review, update and maintain of Emergency Operating Plan
  - Utilize the Borough Web site and Bulletin Board to keep residents informed
  - Utilize ALERT Chatham Borough notification system

**Summary 2012 vs. 2013**

	<b>2012</b>	<b>2013</b>	<b>% Change</b>
<b><u>Incidents</u></b>	<b><u>1</u></b>	<b><u>0</u></b>	<b><u>(100%)</u></b>
<b><u>BB Notifications</u></b>	<b><u>17</u></b>	<b><u>0</u></b>	<b><u>(100%)</u></b>
<b><u>Training</u></b>	<b><u>30</u></b>	<b><u>31</u></b>	<b><u>3%</u></b>
<b><u>E-Team Notification</u></b>	<b><u>19</u></b>	<b><u>0</u></b>	<b><u>(100%)</u></b>
<b><u>Meetings</u></b>	<b><u>49</u></b>	<b><u>42</u></b>	<b><u>(16%)</u></b>
<b><u>Hours General</u></b>	<b><u>904</u></b>	<b><u>1118</u></b>	<b><u>19%</u></b>
<b><u>Hours Incidents</u></b>	<b><u>183</u></b>	<b><u>0</u></b>	<b><u>(100%)</u></b>
<b><u>Hours Meetings</u></b>	<b><u>245</u></b>	<b><u>167</u></b>	<b><u>(46%)</u></b>

**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. Special thanks to Steve Williams, Deputy Coordinator, for taking the position of Public Information Officer and his expertise in updating the EOC. 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