

Minutes of the Covid-19 Incident Command

Town of Sharon VT

March 19, 2020

Sharon Fire House

Present: Susan Root, Co-Emergency Coordinator; Keith Lyman Jr, Secty, Sharon Fire; Nathan Potter, Sharon Fire Chief and Emergency Management Director; Becky Owens, Co-Emergency Coordinator, Mary Gavin, Sharon Selectboard; Joe Ronan, Sharon Selectboard; Kevin Gish, Sharon Selectboard; Suzanne Jones, Sharon Food Shelf; Greg Elder, Sharon Health Initiative; Andrew Lane, The Sharon Academy; Keenan Haley, Sharon Elementary School Principal; Nicole Antal, David Barry

We discussed the organization structure for of Sharon Selectboard and Incident Command.

Sharon Foodshelf—no increase in customers yet. The Foodshelf has added additional hours—now open on Tues and Thurs afternoons and Saturday mornings from 10-12:00. The Foodshelf is currently well-stocked with staples and meat. Paper products are not in stock and typically the Foodshelf has not offered much in the way of paper products. The Foodshelf does not offer toiletries and cleaning supplies. The Foodshelf has also adjusted policy so that customers can come more frequently than 2 times/month. Nathan indicated he is receiving requests from folks who would like to donate goods. Suzanne said she would repost a list of needed supplies but also indicated that a cash donation might be best. Suzanne described the protocol used to serve customers at the FoodShelf—bagged supplies are given to the customer. The customer does not enter the Foodshelf. There is a porch in case of inclement weather. On Saturday, Doug Cummings will provide traffic control at the Food Shelf. The Food Shelf does not have a lot of PPE and food can be delivered.

The Sharon Academy (TSA)—Andrew Lane spoke on behalf of TSA. Andrew offered that the TSA Middle School has 2 AEDs. The school building will be closed and locked for the foreseeable future. Andrew spoke w Christine at Maplefields about temporarily locating one AED at Maplefields. Christine was in favor of this and Christine has been trained in the use of the AED. Andrew will deliver the AED to Christine. Thanks to TSA for this generous offer!

Sharon Elementary School (SES)—Principal Keenan Haley said that SES has started to offer free lunch and breakfast for anyone under the age of 18. On Tues, 11 customers, on Wed 25 customers and on Thurs 25 customers. There were also several home deliveries to parents who called and said they could not make it to the school between 11 AM and 1 PM for curbside pickup. Keenan said SES is exploring creating a delivery system—has posted a request to parents on social media. Trying to get a sense if this is needed. Butler Bus Co will assist. Currently, Keenan feels he has enough staff. Keenan indicated he would need a back up for the foodservice folks if they should become ill. Keenan and his team are also talking about the possibility of satellite kitchens. Keenan reported SES currently has enough PPE. Keenan also indicated they have sent out a Child Care Survey—trying to get info on how many “essential workers” need childcare. The survey will assist w/ assessing the need and help determine what resources are needed. Keenan did raise the issue that SES is a designated Emergency Shelter for the

town, so it's not clear is running a daycare at SES is compatible w/ running an Emergency Shelter (if it was needed). Does SES have sufficient paper products on hand? SES and TSA will check on stock levels.

Sharon Fire Dept (SFD)—Chief Nathan Potter reported that SFD is working on getting some additional PPE. He reports the National Stockpile has been opened and SRRS has ordered some additional masks. SFD will assist SRRS as needed. Susan Root indicated we need some size small and medium N-95 masks.

Sharon Health Initiative (SHI)—Greg Elder reports that SHI has a list of volunteers w contact information. These people could be available for food delivery, food preparation, isolation contact, etc. Greg will send this information to the Incident Command email address: sharonfirehouseIC@gmail.com. Karen Gray, Sharon Town Nurse, indicated that under HIPPA she can provide information on vulnerable members of the community w Incident Command.

What else?

-money for food—Suzanne offered that the FoodShelf spends about \$1000/month for adequate stock. The Vermont Foodbank is also now moving some shelf-stable products to their “free” list. This takes some pressure off the FoodShelf budget.

-money for PPE—it seems that PPE is in short supply all over the US. Becky indicated SRRS has placed an order to the national stockpile, so we hope to get a shipment soon.

-Karen Gray asked if there were protocols in place for transporting patients to medical appointments and for visits to the FoodShelf. The Food Shelf does have a protocol (see Sharon Food Shelf info above). SHI has protocols in place for transporting patients to medical appointments. Karen also indicated SHI needs a box of Medium size gloves.

-Have there been calls to the Helpline or the email? Nathan reported no calls or email have been to date.

-Nicole Antal has been instrumental in setting up the IC web page. It has lots of valuable information! Nicole has also been busy posting to social media for the Sharon Elementary School as well as Incident Command. THANK YOU, Nicole!

-The Baxter Library has also set up an information page on Covid-19.

-ICS meetings will be held on Mondays and Thursdays at 5pm. All are encouraged to call in. **Dial 781-448-4004 PIN 82063**

-Becky encouraged all to be compassionate and sensitive to our own and others mental health during this stressful time.

The meeting ended at 6:10 pm.

Submitted by Mary Gavin, Town of Sharon Selectboard, Clerk

