

# Village Of Brooklyn

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## **Emergency Preparedness Committee**

**December 1, 2010**

**6:30 pm**

**Village Hall**

### **AGENDA**

1. Call the meeting to order
2. Approve minutes of 11/8/10
3. Discuss Red Cross contract with the Village designating Village Hall as an Emergency Shelter.
4. Update on future emergency response training for Village Board and staff, resident members.
5. Discuss and approve Emergency Preparedness Program Director job description.
6. Review current Emergency Preparedness Committee description/ordinance and make revisions, i.e. Village President and Director of Emergency Preparedness Program as Co-Chairs of Emergency Preparedness Committee; committee membership, etc.
7. Complete revision of Emergency Management Plan Manual and Emergency Operations Checklist.
8. Discuss implementation of community-wide emergency preparedness education plan.
9. Discuss recruitment of citizen members for committee, i.e. Public Information Officer.
10. Finalize timeline to complete revision, create ordinance and have adopted by Village Board; elected official training deadline.
11. Adjourn

Posted: 11/30/2010