

Hot Weather Response Annex

Middletown Springs, Vermont

2022

1. Overall Responsibility

The Emergency Management Director (EMD) has primary responsibility for implementing this response annex. In the absence of the EMD, the Town Clerk shall assume responsibility for implementing the annex, working with the Librarian as necessary.

Name	Herb Childress	Patty Kenyon	Kimberly Bushnell
Title	EMD	Town Clerk	Librarian
Primary	H:802-235-2093	W:802-235-2220	W:802-235-2435
Secondary	M:802-884-5560	H:802-235-2707	H:802-235-9626
Email	herb.childress@gmail.com	middletown@vermontel.net	middletownspringslibrary@gmail.com

2. Community Cooling Facilities

Local cooling facilities can be an essential resource for community members that do not have access to air-conditioning and need extra assistance to stay safe during hot weather. Below are locations that may be activated during a hot weather event.

	Location(s)	Activating Condition	Additional notes
Cool Places (operating as usual during normal hours)	Middletown Springs Public Library 39 West Street	Heat Advisory	Electrical outlets, public wifi, restrooms, water, parking
Cooling Centers (specifically advertised with extra amenities)	Middletown Springs Public Library 39 West Street	Heat Advisory for 2+ days or Heat Warning	Electric outlets, wifi, restrooms, water, parking
Outdoor Sites (beach, pool, spray pad, shaded park)	Springs Park Burdock Avenue	Heat Advisory	Shaded benches, picnic tables, gazebo, access to Poultney River
Cooling Shelters (providing overnight accommodations)	None		

3. Overview of Actions, Triggers, and Responsibilities

There are two types of triggers for hot weather events: **heat advisory** and **heat warning**. A Heat Advisory is when the forecasted heat index is greater than or equal to 95° up to 104°. A Heat Warning is defined as when the forecasted heat index is 105° or greater.

Action	Trigger	Responsibility
Public Outreach – seasonal awareness	First forecasted heat index of 85° each year or June 1, whichever comes first	EMD and Town Clerk
Public Outreach – advisory	Heat Advisory	EMD and Town Clerk

Activate Cool Place and Outdoor Site (see Section 2)	Heat Advisory	EMD and Town Clerk
Activate Cooling Center (see Section 2)	Heat Advisory for 2+ days or Heat Warning	EMD and Town Clerk
Activate Vulnerable Populations Communication Protocol (see Section 5)	First Heat Advisory of the season with updates as needed	EMD and Town Clerk
Consider Activity Modification (see Section 6)	Heat Advisory	EMD and Town Clerk
Activity Modification (see Section 6)	Heat Advisory for 2+ days or Heat Warning	EMD and Town Clerk
Mobilize Emergency Personnel (see Section 7)	Heat Advisory for 2+ days or Heat Warning	EMD and Town Clerk

4. Communications Plan

All hot weather response communications should be conducted in accordance with the Public Information and Warning section of the current Middletown Springs Local Emergency Management Plan (LEMP).

Source(s) for example outreach messages	Hot Weather Media Toolkit (Vermont Dept of Health) Extreme Heat – Ready.gov (US Dept of Homeland Security) Heat Safety/Heat Information (NWS Burlington)
Who is responsible for customizing and sending outreach?	Customizing: EMD Sending: EMD, Town Clerk, Librarian
How will outreach be sent to the community?	See LEMP Public Information & Warning
When should messages be sent?	Awareness messaging: 1-2 days prior to the first day of the year with a forecasted heat index of at least 85° F Advisory/Warning: Within 2 hours of NWS issuance Send additional messaging before 12:00 noon each day the Advisory or Warning is in effect until it expires
Other communications notes	

5. Response Plan for People Needing Extra Assistance

People with health vulnerabilities due to age, disability, underlying health conditions, or other factors tend to be at highest risk during hot weather. Extra assistance may be needed for high-risk individuals that cannot keep their home at a safe temperature, are experiencing homelessness, cannot stay adequately hydrated, are socially isolated, and/or are homebound. Working with regional social service agencies and local organizations that are listed in the Vulnerable Populations section of the current LEMP will be key to ensure vulnerable populations are checked on during hot weather events. All communications with regional social service agencies should be conducted in accordance with the current Rutland Region Vulnerable Populations Communication Protocol.

Resource	Activation plan	Response plan
Regional Social Service Agencies	If Advisory lasts for 2+ days or Warning is issued, EMD to activate Vulnerable Populations Communication Protocol	Social service agencies will conduct outreach to their clients to provide safety check, monitor status, and coordinate support until situation stabilizes, if needed
Local Organizations	If Advisory lasts for 2+ days or Warning is issued	EMD (or designee) to contact local organizations to provide safety check, monitor status, and coordinate support until situation stabilizes, if needed
CARE Registry	If Advisory lasts for 2+ days or Warning is issued, EMD to contact VEM Watch Officer and request contacts	EMD (or designee) to contact each CARE contact to provide safety check, monitor status, and coordinate support until situation stabilizes, if needed

6. Activity Modification/Cancellation Plans

For municipal-sanctioned work or recreational activities, it is important to adopt policies and standards to govern activity modification or cancellation. Some of these policies exist already in the form of OSHA standards for municipal workers such as road crews. Activity modification or cancellation plans are designed to limit municipal-sanctioned work or recreational activities when there is a hot weather event to reduce the chance of heat-related illnesses such as heat stroke.

Trigger	Modification/Cancellation plans
Heat Advisory	Ensure sufficient water, shade, and rest breaks are provided for any town-sanctioned outdoor activities. Consider shortening, modifying, or cancelling activities as needed.
Heat Warning	Cancel town-sanctioned outdoor work, recreational, and afterschool activities, unless sufficient water, shade, and rest breaks in a nearby air-conditioned facility can be provided.

7. Emergency Personnel Mobilization Plans

For emergency responder situational awareness, the EMD can maintain communications with local response personnel such as Poultney Rescue Squad and Middletown Springs Volunteer Fire Department. The purpose of these communications would be to inform both groups that hot weather is approaching and there is an increased risk of heat-related illnesses among vulnerable populations.

Resource	Mobilization Plans
Fire & Rescue	EMD to discuss with Fire Chief and EMS appropriate standby and/or mobilization event-specific needs, such as standby for deployment, calling and/or visiting CARE contacts, or deploying to outdoor events.
Medical Reserve Corps (MRC)	EMD to request MRC volunteers for cooling facility staffing, emergency registry safety checks, or other deployment as needed. Call VDH Rutland Office @ 802-786-5811

8. Training, Evaluation, and Maintenance

Hot weather response activities should be reviewed and updated on an annual basis, or as needed to improve their effectiveness. Collecting basic evaluation data can help identify new opportunities or strategies that are not working as expected. The Annex will be reviewed at least annually as part of the Middletown Springs LEMP update process to determine if the strategies in this Annex are still applicable.

Activity	Details
Classroom training	Key response personnel will be provided a hot weather response training at least once every two years, beginning in 2022.
Scenario led discussion	Key response personnel will participate in a hot weather response scenario led discussion to exercise the Annex at least once every two years, beginning in 2022.
Evaluation	Complete a hot wash and after-action report following every exercise or Annex activation.
Maintenance	The Annex will be reviewed and revised (if needed) at least once per year as part of the annual LEMP update process.