

**Capitol Region Emergency Planning Committee Meeting  
(DEMHS Region 3) (UASI Region 3)  
January 16, 2014, 9:30 a.m.  
South Congregational Church, Hartford**

***Call the meeting to order***

Chair Bruce Lockwood called the meeting to order at 9:36 a.m.

***Public Comment*** – none

***Adoption of the Minutes***

Dan Dubé, seconded by Mike Turner, made a motion to accept the minutes of the October 17, 2013, meeting and the December 12, 2013, special meeting. All in favor, so voted.

***Federal and State Liaison Reports***

In the absence of Tom Gavaghan, Mary Rose Duberek reported that the next State's EPPI exercise is scheduled for June 21 (Saturday) and June 23 (Monday). She also reported on the following: activity for the School Preparedness initiative, CCRPA's business recovery workshop scheduled for April 25, a planned CCM conference on May 6. DEMHS is finishing 2013 LEOP reviews and is currently in the early stages of EMAP self-assessment.

***Consent Agenda***

Chair Bruce Lockwood presented the Consent Agenda. No items were recommended to be moved from the consent agenda to the main agenda. Mike Turner, seconded by Dan Dubé, recommended acceptance of the Consent Agenda as amended. All in favor, so voted.

***Election of new 1<sup>st</sup> Vice Chairman***

Don Moore was the only candidate presented and there were no nominations from the floor. Don Janelle, seconded by Don Davis, moved that the secretary cast one vote for the election of Don Moore. All in favor, so voted.

***EMAP Update***

Bruce and Bill Austin reported on progress with CREPC's self-assessment for this project. Bill introduced Luis Ocasio, a member of the Hartford Fire Department and a graduate student at the University of New Haven who will be spending time with him next week to see how the EMAP process works.

***AEM/CEM update***

Bruce announced that anyone else interested in applying for AEM/CEM certification must be registered on the web site by the end of the business day tomorrow. He stressed that it is not only the region that will benefit from certified EMDs, but there is also great personal professional value in the certification.

***Action on revised CREPC Bylaws***

Chairman Bruce Lockwood and Carmine Centrella consulted the existing CREPC Bylaws and determined that a quorum was present. After brief discussion, Dave Kuscuk, seconded by Dan Dubé, moved that the revised bylaws as shown in the draft dated 12/12/2013 be adopted. All in favor, so voted.

***Other new business***

Bruce noted he frequently get requests for internship opportunities, and he is recommending an IAEM publication that identifies ways to make internships most helpful and beneficial for both the intern and the organization. He is also working on the K-12 School Preparedness initiative.

Noting that there have been 100 legal suits against communities for gaps in comprehensive planning addressing functional needs. IAEM is working to identify remedies called for in these legal cases and will use those a basis for developing a took kit that can be used to minimize the number of future suits. He also noted that nominations are open for the ARC's Hero Breakfast and recommended the ARC's Red Gala as a great event (April).

***Adjournment***

The meeting adjourned at 10.35 a.m.

The next meeting is scheduled for April 17, 2014.