

**Capitol Region Emergency Planning Committee Meeting
(DEMHS Region 3) (UASI Region 3) July 17, 2014
9:30 a.m.
South Congregational Church, Hartford**

Call to order

Chair Bruce Lockwood called the meeting to order at 9:30 a.m. Participants introduced themselves and Bruce led the Pledge of Allegiance.

Public Comment – none

Adoption of the Minutes

Bill Austin, seconded by John Schmalberger, made a motion to accept the minutes of the April 17, 2014, meeting. All in favor, so voted.

Consent Agenda

Chair Bruce Lockwood presented the Consent Agenda. No items were recommended to be moved from the consent agenda to the main agenda. Motion made by Bill Austin, seconded by Joyce Stille, recommended acceptance of the Consent Agenda. All in favor, so voted.

Federal and State Liaison Reports

Tom Gavaghan reported on several items. He reminded those present that before a school submits its All Hazards School Plan to DEMHS, the plan must have the sign-off of approval from several town officials, including the EMD, Health Director, fire marshal and others. He noted that DEMHS reviewing the decon trailers/movers to ascertain the condition that they are in. There was a brief discussion of statewide credentialing.

Unfinished Business

Nominating Committee Report – Dr. Goldman reported for the nominating committee. Elections will be held for two offices at the October meeting. The Nominating Committee recommends the following candidates: for Chairman – Bruce Lockwood, for Second Vice-Chair – Dave Kosciuk. Both currently hold these offices and are eligible for re-election.

EMAP Update – Chairman Lockwood reported that CREPC did very well overall in the EMAP evaluation, and there are some things that we still need to work on. The accreditation team will be meeting in the near future to discuss where we go from here. He believes that we are eligible for conditional approval. Bill Austin added his thanks to all who worked so hard on this process.

AEM-CEM Certification Program Update – Chairman Lockwood reported that those applying for this certification will be receiving an email in the near future to gather input in setting up testing dates – one daytime and one evening. He also noted that any applications submitted after October must be submitted through their electronic submission process.

SERT's Local Emergency Planning Information form – To assist towns that use CREPC as their LEPC, and to make sure that the responses are consistent for these towns, CRCOG staff have provided some of the information needed to complete this form

October Meeting date – Please note that the October CREPC meeting will be held on October 23rd, which is the fourth Thursday of the month.

Presentation – Statewide exercise - EPPI

Carmine Centrella summarized and reviewed the information gathered from local AAR's for Region 3 downs for the June exercise. He provided an overview of the exercise and noted that 23 of the 41 towns in Region 3 have submitted their local AARs. All are to be submitted by July 31. He reviewed the reported strengths and reported areas for improvement. There was brief discussion of the WEB EOC outage during the exercise and the work-grounds that were used – calling attention to the need for alternative avenues for communication in both directions between the towns and the state. Also discussed were the resources needed to address sheltering and/or transportation of individuals with functional needs.

John Warren, DEMHS, thanked Region 3 for their towns' participation in the exercise. He also thanked Region 3 (and Carmine) for the AAR template which is being used throughout the state. Bill Austin noted that the RCC tied in via Skype with the liaison at the state EOC.

Other new business

- Chairman Lockwood asked that CRPEC participants make use of the CREPC leadership by bringing issues to them early, rather than letting them develop into larger problems.
- A technical review of CREPC bylaws is planned to address, in particular, a reference to a statute that was repealed in 2011.
- New photos are being sought to update the Get Ready website. If your town or organization would like to submit some for consideration, please send them either to Cheryl Assis or Bill Perkins.
- The 7th Annual Statewide CERT Conference is scheduled for October 16 at Waters Edge.
- Stephen Thal noted that the Functional Needs Training team is no longer funded by grants and is looking for other avenues to carry out their training.

Adjournment

The meeting adjourned at 11:00 a.m.

The next meeting is scheduled for October 23, 2014.