

**Capitol Region Emergency Planning Committee Meeting
(DEMHS Region 3) (UASI Region 3) January 22, 2015
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

Mike Turner, seconded by Joyce Stille, made a motion to accept the minutes of the October 23, 2014, meeting. All in favor, so voted.

Federal and State Liaison Reports

DHS representative Doug Pesce reported on an upcoming February 11 training class on vehicle IED search. DEMHS Region 3 Coordinator Tom Gavaghan reported that Long Term Care facilities have appointed a duty officer. He encourage all who have LTC facilities in their towns to know the managers of those facilities before an incident occurs. He also reported that DEMHS cancelled its most recent high band radio test because of problems with the department's radio (it will be rescheduled). He also reported on the department's reviewing of school EOPs, the FasTrack Busway exercise last week, the cold weather protocol distributed by recently, and that DEMHS is working on an improved process for annually reviewing municipal EOPs. The STEP program continues to attract a lot of interest.

Unfinished Business

GRANT funds for Training and Equipment sustainment – While the levels of funding for training and equipment are much lower than they have been for the past few years, there are some funds that do need to be spent before the FY 2012 grant ends (4/30/15). If you have a regional team that needs specific training, or regional equipment that needs maintenance or replacement parts, please contact Cheryl Assis.

Training Opportunities – Chairman Lockwood noted three upcoming trainings in the region on the use of social media in disasters – on March 30, March 31, and April 1 – which may have seats available for CREPC members. If anyone is interested in registering, he would be willing to guide you through the registration process. Don Janelle reported that he will be running an Advanced Threat Assessment class and there may be seats available for that also.

Get Ready Capitol Region – The next Citizen Preparedness meeting will be in February. Bruce reminded everyone to take advantage of these resources (web site, printed materials, etc.). One of the things that we might want to link into is the “Do One Thing” campaign that is running in Wisconsin.

AEM/CEM Certification Program Update – 22 people took advantage of the opportunity for a subsidized application for this program. The exams were held in the fall, and these individuals have 12 months from the exam to complete the process. Each participant needs now to schedule an appointment with Bruce to review their application packets. He encouraged more people to apply for this certification (email Bruce by the beginning of April). He noted that CREPC would subsidize half of the fee, as having more credentialed participants will make CREPC a better organization. The certification would also be good for the individual and for his/her municipality.

Status of Salvation Army Canteens – Glastonbury had need for canteens for two separate fire events over the weekend, and none were available. The East Hartford canteen is out of commission and should be moved for repairs later this week. Chairman Lockwood was not sure when it would be again available. The smaller canteen is also out of commission as it needs a replacement part for its generator. He is hopeful that there will be a truck in service by the end of next week.

EMAP Update – Chairman Lockwood reported that today’s HIRA workshop (under New Business) is part of the EMAP process. CREPC members will be notified by email of special meetings which will be necessary over the next several months to address additional components of the EMAP process.

New Business

Region 3 Hazard Identification Risk Assessment (HIRA) workshop – led by Bill Perkins.

The entire draft assessment had been emailed to the group before the meeting. A handout excerpting three key tables (1.2.1, 1.2.2, and 1.3) were distributed and discussed. Bill noted that the Region 3 HIRA uses the same template used by the state. He described how the tables were developed and the process used to assign values to each of the various risks and categories. He reviewed the information for each risk in table 1.2.2 and invited suggestions for changes from CREPC members. While several individual ratings were discussed, no changes in this table were recommended. After a similar review of Table 1.3, one change was recommended for the probability assignment for “Widespread infectious disease” risk – raising it from 2 to 3 because of the recurring prevalence of flu and other infectious diseases. In addition, it was suggested that the listed “risks” be consistent between tables 1.2.2 and 1.3 (“hurricane/tropical cyclone” vs. “Tropical cyclone”; and Thunderstorm Related Hazards is in table 1.3 but not in 1.2.2; any other inconsistencies should be resolved). **Bill Austen, seconded by Joyce Stille, made a motion to accept the Region 3 HIRA as presented, with the changes noted above. All in favor, so voted.**

Other Business/ Information

Chairman Lockwood reported on two recent federal notices:

- The Youth Preparedness Council (for youth up to 18 years), is taking applications for this service. The group meets twice a year and FEMA covers the cost of travel. Young people involved with emergency preparedness should be encouraged to apply.
- National Advisory Committee is looking for members (see the notice for the categories that they are looking for). If any ESF chairs would like to apply, Chairman Lockwood will be happy to write a letter of support. Travel is paid for, and it provides an opportunity to have a voice in national policy.

Stephen Thal invited people to contact him if they would like to have functional needs training for their group.

In response to an EMAP concern, Chairman Lockwood would like to have discussion on the possible change of CREPC bylaws which would add to the responsibilities of the CREPC Chair the following: “and shall also serve as Director of Emergency Management for CREPC” (or something similar). This would give the Chair the ability to swear people in and to do activation paperwork for a defined regional teams. This would essentially give the CREPC program a “director.” Please send feedback to him on this.

Adjournment

The meeting adjourned at 11:30 a.m. The next meeting is scheduled for April 16, 2015.