

**CREPC ESF 8 Public Health Subcommittee**  
**March 5, 2010**  
**Glastonbury Town Hall**  
**Minutes**

**Attendees:** Charles Petrillo, Allyson Schulz, Tom Gavaghan, Dave Boone, Francine Truglio, Jeremy Plossay, Mary Laiuppa, Judy Torpey, Marge Seiferheld, Rob Miller, John Degnan, Bill Kramer, Steve Huleatt, Maryann Lexius, Jeff Lim, Kate Novick, Juanita Estrada, Janet Leonardi, and Melissa Marquis

- Melissa Marquis welcomed the group to Glastonbury Town Hall, and thanked Dave Boone for hosting.
- Approval of Minutes- Charles Petrillo motioned to approve and Rob Miller seconded. All in favor.
- Regional Planning Updates
  - Workgroup Updates
    - Communications ad hoc Workgroup- Melissa described what the communications workgroup has been working on in terms of the ESF-8 communications protocol. Steve Huleatt provided a document that was revised from Region 4 to integrate region 3 into. Melissa described the timeframe for the workgroup to get the plan written, vetted for comments, and revisions. We'd like to have the plan completed by the end of March so training can begin during the April ESF-8 meeting. The FSE in May will drill this protocol for ESF-8.
      - The group asked some questions about the draft that Steve passed out. Tom Gavaghan asked where/how DEMHS is notified of events.
      - Maryann Lexius mentioned that perhaps we could have a meeting at the RCC to become familiar with the location.
      - Carmine Centrella is drafting the Concept of operations piece, Melissa will receive comments from other ESF-8 disciplines on the process of communication (time frames, etc). We are meeting again on the 22<sup>nd</sup> of March, and would hope to have a draft to share with the ESF-8 group for last comments, then begin training in April.
    - Mary Laiuppa asked that we receive contact information with no extensions. She is looking for a direct line only telephone number for the Global Connect system to function appropriately and reach each person. Train your staff on what to do if your staff or family receive this call- how to respond to this call.

- Drills and Exercises Updates
  - Autumn Storm (political storm) FSE in May 2010- ESF-8 will not have a direct role in the drill, other than using the communications protocol to test our communications throughout ESF-8.
  
- Local PHP Contract
  - Activities, Concerns, Issues- no new information to report. Charles asked when they can expect the funding- Juanita Estrada reported it is in the works. Maryann asked about PPHR- we are not doing anything with this right now; however it will certainly be a major focus next year. Region 3 will be in the renewal process next year as well. Steve provided a quick background on what PPHR is and how region 3 got involved.
  
- CRI
  - Contract Year 4 Deliverables and Subcontracts- contracts will be coming out soon.
  - Steve mentioned that a group of us went to the Public Health Preparedness Summit a few weeks ago. Steve attended sessions on SNS and CRI related discussions. He obtained some interesting documents from those sessions as best practices for the TAR. Steve will work on getting these documents out to the group to consider adding in their plans.
  - Steve reported that Hartford had their 6 month informal TAR review this week. During this meeting, there was an ah-ha moment on the section 7 part- develop a drive thru POD for Pick up for community members (like nursing homes). This could be free standing or co-located with your POD. Steve asked the group if they would like to be part of a workgroup to move this project forward and to include in your TAR plans.
    - Judy Torpey, Bill Kramer, Allyson Schulz and John Degnan will work with Steve on this workgroup.
  - Maryann asked about closed PODs- what work is being done on this. Steve said CREPC has been working on the closed-POD model for a while. This is still an option that should be developed or at least investigated. The closed POD document came out in May; this is a useful tool in determining what needs to be done to work with large organizations to use them as a closed POD.
  - Melissa described what has been occurring at the JAS/JITT level. Goal is get these completed and sent out to you all by the end of March so they can be incorporated into your MDA plans.
  - Steve also briefly talked about the USPS postal model directive that the President signed.
  
- State Preparedness Planning Update
  - Department of Public Health- WebEOC classes once a month. July and August will not have any classes. The hospitals have been using this system to post bed counts. Maven trainings going on. 4 classes this month,

then will likely be offered at DPH. For those how attended the training needs to complete their annual report. Everbridge trainings for DPH staff.

- Department of Emergency Management and Homeland Security-
  - COOP training ongoing. Target audience is EMDs and encouraging them to bring 4 other people. Will be held at Manchester RCC on April 12<sup>th</sup> and 13<sup>th</sup>.
  - CT. Conference of Municipal leaders- held in Cromwell on May 11<sup>th</sup>. If interested email [ccmtraining@ccm-ct.org](mailto:ccmtraining@ccm-ct.org), 203-498-3018. Tom will send info to Melissa to forward to group.
  - March 10<sup>th</sup> H1N1 after-action report. Please sign-up on CT Train.
  - HSEEP training one day a week for 3 weeks- May 12, 19, 26<sup>th</sup>. Tom will send Melissa the information to forward to the group.
- CREPC Update-
  - Vulnerable populations grant was discussed at the last CREPC meeting. There will be a wrap-up meeting from DPH on March 18<sup>th</sup>. Sign-up via CT Train.
  - Melissa mentioned that CADH developed a volunteer management Standard operating procedure for use to manage volunteers both spontaneous and affiliated. Melissa has met with ESF-16 chairs to discuss this document. Will likely be added to the CRPEC agenda coming soon to share the document and obtain buy-in.
- MMRS Update- funding issues continue. No additional update.
- Other Business
  - We discussed the three year training and exercise plan. Dan Scace is currently working on developing the regional 3 year TEP. Melissa provided him with the ESF-8 potential trainings and exercises. We will reconvene the TEP workgroup to begin working on this within the next month.
  - A question was raised about the funding for H1N1- particularly what the money can be used for with phase 3. Steve provided the most current information. Phase 2 and 3 monies were combined early on. If the bill is a good or a service it can be reimbursed. There is work going on now to clarify what can be included under the goods and services so that the money can be expended and not returned to CDC. More information will be forthcoming as we get it.

Next Meeting –April 9, 2010, *Hosted by E. Hartford*