

Capitol Region Emergency Planning Committee Meeting  
(DEMHS Region 3) (UASI Region 3)  
November 19, 2009 9:30 a.m.  
South Congregational Church, Hartford

***Call the meeting to order***

Vice Chair Laurie Ann Scotti chaired the meeting, called it to order at 9:30 a.m., and led the pledge of allegiance.

*Note: The order of the agenda was changed to accommodate the schedule of DEMHS Commissioner Peter Boynton.*

***Election of First Vice Chairman***

Because the CREPC bylaws call for elections in November, the October election of Brian Heavren to the position of First Vice Chair was re-held. Ms. Scotti noted that the nominating committee, led by Bill Austin, had reported in October their selection of Mr. Heavren for this position. There being no additional nominations from the floor, she asked for a voice vote to confirm the committee's selection. So voted, none opposed.

***Commissioner Peter Boynton, DEMHS***

Commissioner Boynton introduced himself and his new Deputy Commissioner Betsy Hard (formerly Bloomfield Police Chief), and gave a brief update on DEMHS. He believes that DEMHS will be able to continue to meet federal mandates and to meet the expectations of the residents and other state agencies for emergency preparedness and response. He commented on his meetings with EMDs in each of the five DEMHS regions, and the opportunities provided at those meetings for DEMHS to listen to the concerns of EMDs throughout the state. After a site visit by federal officials to the Sigourney Street office, a decision has been made to harden a conference room to serve as a secure satellite location of the fusion center. Commissioners of various state agencies are meeting weekly to coordinate information and responses to the spread of the H1N1 virus. A situation report is being distributed weekly to EMDs on this topic. He noted that the department has a 3-person leadership team, consisting of himself, Deputy Commissioner Betsy Hard, and Emergency Operations Director Bill Hackett, and that both fire and police are represented on this team.

***Regional Coordination Center Concept of Operations Overview***

Carmine Centrella provided an overview of the need for a CONOPS plan for the RCC, and described in detail under what circumstances the RCC would be activated and what procedures would be used to activate and operate it. This plan, developed with RESF 5 as the lead and in conjunction with Mr. Centrella and Dan Scace, is contained in the newly developed RCC Handbook, and will be posted on the CRCOG web site. Copies of his PowerPoint presentation were available at the meeting. It was noted that this might serve as an excellent template for other public and private agencies.

***Adoption of the Minutes***

Don Janelle, seconded by Ed Lescoe, made a motion to accept the minutes of the October 22, 2009 meeting.

### ***Standing Committee Reports***

- *RESF 2* – Matt Bruns noted that those using DMIS software may have received an email asking for updated information for its replacement, DM Framework. He encouraged them to provide the updates. The existing Collaborative Operation Groups (COGs) will be maintained.
- *RESF 5* – Don Janelle reported that the IMT has met, and that some participated in a valuable training conference in Texas.
- *RESF 6* – Red Cross representative Jesse Cunningham asked that CERT teams that would like shelter training get in touch with him to arrange it. Also, towns should get in touch with him if they would need to have any more shelter survey services.
- *RESF 8*- John Shaw reported that part of the Strategic National Stockpile has expired, and funding has been identified for its replacement. He invited everyone to attend the December 2 ESF meeting, 9:00 a.m. here at the church, to hear a presentation by the Worcester MMRS on their ice storm response.
- *RESF 11* – Dr. Arnold Goldman reported that there will be a USDA-sponsored conference in early December for the state coordinators for animal response.
- *RESF 16* – Sylvia Dake reported that RESF 16 has identified the need for volunteer management software, that CERT team information is supposed to be updated by December 31, and that they are looking for model procedures and IDs to check-in volunteers in the event of an incident.
- *RESF 19* – Laurie Ann Scotti reported that she and Steve Thal made a presentation to Mass Mutual on special needs that was very well received. Also, they have met with Wal-Mart representatives to discuss how they do their training. They are hopeful that Wal-Mart may want to sponsor/support “go-kits” for emergency preparedness. Steve reported that he has recently been working with deaf/blind individuals through interpreters. There is a grant available to train first responders on dealing with hearing impaired/deaf individuals on December 4 at Mohegan Sun, and he encouraged anyone interested to call Stacey Moss to sign up. The RESF is continuing to update its list of participating organizations and agencies.

### ***State Liaison Report***

Tom Gavaghan reported that there have been frequent activations of CERT teams recently to support Health Department vaccination clinics. Some towns without CERT teams have recruited volunteers to assist. The Department is working on how to protect these volunteers for liability.

DEMHS will begin distribution of N95 masks from the Strategic National Stockpile tomorrow. They must be picked up by EMDs or their designees (in writing) between 9 a.m. and 3 p.m. at the Fire Academy in Windsor Locks.

Training opportunities (contact Tom if you are interested):

- Ambulance Strike Team Medical Task Force Leader Training is scheduled for December 8-9 at the Brainard Rd. facility.
- WMD training at the Center for Domestic Preparedness in Anniston Alabama. Sessions available in December and January.

A debris management coordination meeting for state agencies was held last Friday, and they are planning for a tabletop exercise next June.

With the recent elections, there are many new chief elected officials. All need to be trained on WEB EOC. Contact Tom for information about upcoming opportunities.

### *Unfinished Business/Updates*

Dan Scace provided a brief update on training opportunities. He noted that the recently completed Capabilities Assessment draft identifies priorities which will be very helpful in justifying requests for future federal funding. The IMT has been doing a lot of training, and he suggested that the ICS2 form be used routinely by first responders to document information, even in local incidents.

Cheryl Assis noted that she is still waiting for a response from several towns regarding the required authorization and MOUs that must be signed and submitted for CRCOG to receive 2008 Homeland Security grant funds. She asked for the assistance of participants in encouraging their towns to respond.

### *Adjournment*

The meeting adjourned at 11:10 a.m.