

**Capitol Region Emergency Planning Committee Meeting  
(DEMHS Region 3) (UASI Region 3)  
December 20, 2012, 9:30 a.m.  
South Congregational Church, Hartford**

***Call the meeting to order***

Chair Brian Heavren called the meeting to order at 9:35 a.m. starting with the Pledge of Allegiance.

***Public Comment*** - none

***Adoption of the Minutes***

Dan Dubé, seconded by Ed Lescoe, made a motion to accept the minutes of the November 15, 2012, meeting. All in favor, so voted.

***Unfinished Business – election of CREPC officers***

On behalf of the nominating committee Katherine McCormack read the slate of officers for election, as presented at the November meeting: Chairman, Bruce Lockwood; First Vice Chair, Donald Moore; Second Vice Chair (one year term), David Kosciuk. The Chair called for additional nominations from the floor. There were none. Ed Lescoe, seconded by Brian Rykowski, made a motion to close nominations. All in favor, so voted. Ed Lescoe, seconded by Vic Puia, made a motion that one vote be cast for the slate. All in favor, so voted.

***Federal and State Liaison Reports***

Tom Gavaghan reported on the activation of the state EOC for the Newtown incident last week. He also reported on FEMA's efforts to assist communities to become prepared to handle volunteers who show up to help after an incident, and to better understand how to find and handle monetary donations. He suggested that CREPC learn more about these resources at a future meeting. He also noted two training opportunities for hazard mitigation assistance and related cost/benefit analyses.

***Presentation: Improvement Planning – Planning, Training, Exercises and Operations***

Dan Scace presented a summary of responses from RESF's on their successes and what they have left to do. Common themes included the need for recruiting, sustainment, marketing, and building relationships. Bill Austin then spoke on the need for strategic planning focusing on resiliency, interagency relationships, and public and private partnerships. A copy of the Power Point presentation is attached to the minutes.

Dan distributed Get Ready Capitol Region wallet cards and encouraged them to be used and distributed to others as part of outreach for the Region's emergency preparedness efforts.

Chief Austin thanked outgoing Chair Brian Heavren for his leadership of CREPC over the past two years.

***Adjournment***

The meeting adjourned at 11:00 a.m.

The next meeting is scheduled for January 17, 2013