

CREPC ESF 8 Public Health Sub-Committee  
September 5, 2008  
East Hartford Town Hall

Attendees: Steve Huleatt, Jennifer Kertanis, John Shaw, Carmine Centrella, William Kramer, Judy Torpe, Bill Cox, John Degnan, Marge Seiferheld, Allyson Schulz, Bill Blitz, Jeremy Plossay, Mary Laiuppa, Tom Gavaghan, Juanita Estrada, Rick Matheny, Melissa Marquis, Joe Marino, Charles Petrillo, Jim Cordier

The meeting was called to order at 9:35 AM by Jennifer Kertanis. Jim Cordier and Marge Seiferheld welcomed the group to East Hartford Town Hall. Introductions were made around the table.

Charles Petrillo made a motion to accept the minutes of July 11, 2008. Correction to the adjournment time of 12:26, not 11:26 was noted. Motion to accept change and approval of minutes was seconded by Bill Kramer. The group agreed to rotate the meeting location across the towns in region 3.

**Workgroup updates:**

Melissa Marquis and Jennifer Kertanis provided a summation of the resource typing and inventory workgroup (along with the education/training workgroup). The goals, objectives, progress made and next steps were discussed. An example of what the resource typing database can provide was distributed to the group. The document provided a summary of the existing staff in the region that meet all the typed training requirements and identified training gaps, and number of staff requiring that training.

Some of the issues and questions raised included:

- How do we best go about getting training done for people who are already registered or certified in their field?
- Defining threats should be aimed at using the target capabilities list. Carmine can help with defining this section going forward.
- Need more engagement from ESF-8 group and increase participation with workgroups.
- Are the training requirements too strict? (ex. Sanitarians)

It was reinforced to the group that the definitions were adapted from FEMA and were approved by the group. Jennifer recommended that the definitions and requirements go to the health directors for review and then have them report back to the workgroup any suggestions they have. It was also suggested that the workgroup re-visit the FEMA definitions if questions persist. Perhaps to decrease confusion over individual training requirements, should we attach a label on it as FEMA required?

Allyson made some suggestions to set milestones for the workgroup. A date of December 31<sup>st</sup> was set forth to have a draft training plan approved. Jennifer encouraged everyone to

become more engaged with the workgroup. There is a lot of work that needs to be done. It's important to remember that in the absence of guidance on resource typing for public health, CREPC is leading the way. When the workgroup reconvenes, they need to lay out a plan and present it to the ESF-8 group for approval.

Steve Huleatt updated the group on a new workgroup that was recently created to build a communications systems matrix. Radio interoperability will not be part of this workgroup's tasks. One area that is being looked at is a simple paging system to use for instant communication. It is a pay-per-use system by Global Connect. The group will reconvene after having had August off and present further details at the next meeting.

Jennifer distributed a training calendar that was put together by Kristin Sullivan at DPH. Yale is willing to provide a 1 day epi/surge training session. Potential dates include the week of November 17<sup>th</sup> or December 7<sup>th</sup>. However both of those potential weeks have ICS 300 and 400 classes going on. The group decided that the week of December 7<sup>th</sup> would lend itself better to allow more people to attend. The target audience includes health directors and any staff that may be involved in contact tracing and interviewing. Goal is to have approximately 40-50 people attend. More details will be sent out and CADH will work to find a location.

#### **Drill & Exercise updates:**

Bristol/Burlington- Bruce was not in attendance, so full update will be deferred until he returns. Some members of the group attended the drill and reported that it was a huge success. There were many volunteers that helped make it a success. Hospital administrators impressed some evaluators. Many lessons were learned, including the need for more people to fill roles within the drive through POD. Some data points were missed due to a collapse of roles; also there was no one to verify forms to ensure data completion. Also some safety issues were identified. The after-action report is not completed yet. We will wait for Bruce to complete and provide us with a presentation.

Middletown, Cromwell, & Portland Hurricane- Overall this exercise went well. Middlesex hospital and Wesleyan University were key players. Some areas of improvement included the lead EOC and unified command structure.

East Hartford host community drill- Tom Gavaghan reported that there was a FEMA evaluated drill in East Hartford where the town was equipped to receive people from towns surrounding the Millstone Power Plant. People and vehicles were required to be screened for radiation. This drill is required once every 6 years. Per FEMA, this drill was the first time special needs people have participated. Many CERT volunteers participated. There is no after-action report yet.

#### **Local PHP Contract:**

The state is sending out a letter soon to all LHD's to inform them of final funding amounts.

There will be an additional \$1600 of the Pan Flu money to be used for community mitigation exercises. This needs to be tracked separately. DPH will also need verification of the drill.

Additionally, 8 LHD's have stepped up to participate in the CRA flu initiative. They will receive an additional \$1,000.

**DPH Updates:**

Juanita Estrada reported that the first RFP for the HAN system failed, so they went to plan B-- the E-911 system (which DEMHS is currently using). The systems will interconnect with each other. Also training on WEB EOC will be coming soon. The goal is to roll it out by next spring to towns (March). DPH will provide training to the LHD's separately.

CREPC ESF leadership chairs may be able to attend the WEB EOC training in October; Carmine will find out and let the group know.

**DEMHS Updates:**

Tom reported that there will be a "preliminary damage assessment" training next Tuesday for Department of Public Works personnel. There have been MOU's signed with private companies to help with debris removal.

An emergency planning activity with school administrators is planned for October 14<sup>th</sup> in Trumbull and the 15<sup>th</sup> in Hartford. There is a pre-requisite of ICS 100 (for schools) which needs to be taken before they can attend. Jennifer will send Tom some information that has been gleaned from school-dismissal TTX's based on pandemic flu scenarios that might be helpful.

**CRI update:**

Steve reported that restructuring the budget has been discussed and the budget is almost approved. It is currently at the State Attorney General's Office for approval. Steve distributed what was submitted. It includes mini-grants to LHD's to support specific activities including CAT and Red Plan Training. Expenditure reports will need to be sent back to Steve at the end of year 2, and LHD's will need to send a copy of the TAR to CADH.

The Capability Assessment Tool (CAT) needs to be completed- if there is something there which you do not know how to answer, just say so. John Shaw will re-send this to all LHD's (it was previously sent in July and August). More than 1 person per department/district can complete it. 300 CAT's were sent out and currently only 18 have been sent back.

There was discussion that all staff needs to complete the RED plan training. If there are problems viewing it through CT Train, call them to send a DVD.

**CRI planning team update:**

- Will need more assistance on this team

- They are continuing to work with USPS plan which is part of the year 2 deliverable.
- Closed POD- currently working with businesses, but still needs a lot of work.

Joe Marino attended a CDC workshop on closed PODs. He reported that a marketing toolkit was developed and is wondering how CT can benefit from this toolkit. Perhaps we should bring this up at the regional liaison meeting on 9/15. He also mentioned that the document should be published by the end of October '08.

**CREPC update:**

Carmine reported on the Urban Area Security Initiative (UASI) which was recently submitted. The amount to be received is just under \$2 million (less than anticipated). Approximately 20-25% will go to law enforcement. The distribution of the remainder of the funds has yet to be determined. Contractors will likely be hired to assist with some of the projects associated with this initiative. A comprehensive 3 year plan will probably take about a year to develop.

**MMRS:**

John Shaw attended a conference in May in Boston. There is still confusion as to what MMRS is designed to do, also there appears to be a lack of appreciation at the federal level. National working groups were developed.

John reported also that the 2008 funding was increased by 25% by Congress. MOU's with hospitals in region if ACF set up; 1 of the hospitals will be responsible for dispensing meds, etc for the first 24 hours.

**Other Business:**

There was no other business brought up.

Meeting was adjourned at 12pm.

The next meeting will be held on October 3<sup>rd</sup> at 9:30-11am. Place TBD.