

**Minutes**  
**DEMHS Region 3**  
**RESF 8**  
**Public Health Sub-Committee Meeting**  
**April 6, 2018**  
**Cromwell Health Dept. - Town Hall / Room 224**

**Attendees:** Steve Huleatt, Jennifer Kertanis, Melissa Marquis, Allyson Schulz, Patrick Getler, Marge Seiferheld, Ann Hartmann, Derek May, Shane Lockwood, Ryan Crumbaker, Chuck Motes, Jeff Catlett, Wendy Mis, Wes Bell, Michael Pepe, Rob Miller, Janet Leonardi, Carmine Centrella

- Welcome and introductions done. Steve thanked Wes Bell for hosting.
  - Sign-in sheet passed
  - Approval of Minutes – Chuck Motes motioned to approve ; Mike Pepe second
  - Meeting / Agenda suspended today to have a training session on the newly revised Regional Public Health Emergency Response Plan (PHERP) and the Regional Coordination Center Standard Operating Guide (RCC SOG)
- Melissa also announced: Judge Torpey from CCHD retired after 14 years.

**PHERP, RCC SOG & Communication Procedures Just in Time Training (Refer to slides for training).** Remainder of the notes below represent questions and answers.

- Melissa discussed that there is no regional department. We all work together.
- Allyson discussed the Long term health care facilities question.
- Steve Describing how the region operates. All towns should all have a local PHERP.
- Allyson recommended that all towns should maintain common operating practices.
- Call to RICS. Vs. local EOC calling RICS. Who would call?
- Should caller contact region first? What should be asked?
- Don Mitchell discussed getting calls to notify what's going on and ask for assistance.
- If you don't remember what to do, call RICS to get information.
- Cyber Security. Work groups set up with various IT Departments.
- Ann questioned are HAM guys still participants?
- Do we have working relationship with them? Yes
- Mission ready packages. Goes along with resource packages.
- Melissa: Three C's approach: Communicate, Collaborate, & Coordinate
- CT-VOST Monitors social media posts. Tracks real time.
- Allyson: Activation request must be signed from requesting locality.
- Mutual aid request: When do we anticipate a response from ESF 8/HCC?

**Regional Coordination Center (Carmine)**

- Allyson discussed alternate options to Everbridge system.
- Melissa: Review the RCC SOG slides and plan: not fully discussed today.

**Other Business: NONE**

**Next meeting June 1, 2018.** Chuck's last meeting.

Date of next meeting may be changed to accommodate celebrating Chuck's retirement- Details pending