

Municipal Services – Policy Board Highlights

- CRCOG is hosting a Cybersecurity virtual training for CEOs: June 1st and September 8th. [Registration link](https://crcog.org/2022/05/cyber-security-virtual-trainings/) can also be found <https://crcog.org/2022/05/cyber-security-virtual-trainings/>.
- The Treated Road Salt Bid will be issued on June 2nd. **Please send quantities to Kim as soon as possible as this bid does NOT ALLOW PIGGYBACKING.**
- CRCOG's Municipal Services Committee's meeting on May 17th will discuss Shared Services Survey results and potential RPIP applications. CRCOG is targeting to submit RPIP applications by July 15th for the first round of evaluations.

Municipal Services - Monthly Report

The **Municipal Services Committee** met on April 19th. CRCOG intern, Norell Ferguson, presented to the Committee on Benchmark Assessment. Diversity, Equity, and Inclusion Consultant, Daniel Penn Associates, presented to the Committee. **The next MSC meeting is scheduled for May 17th.** Shared Services Survey results, potential RPIP applications and the MSC Annual Work Plan will be discussed

CRPC Bid Activities

April Activities:

The CRPC collected quantities for Treated Road Salt for the FY 2022-23 season.

DEI Training – contract between CRCOG and Daniel Penn Associates has been fully executed. Municipalities interested in participating in DEI training services should contact Kim Bona at kbona@crcog.org for a side letter agreement.

Upcoming Activities:

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Energy Consortium

CRCOG's energy consultant has energy audit services available for municipalities. Please contact Kim Bona at kbona@crcog.org.

Cybersecurity

The DEMHS Region 3 Cyber Security Task Force met on Thursday April 14th at 10am. The next meeting will be held on June 9th, 2022 at 10am.

CRCOG Staff are exploring options for hosting a Cyber Security tabletop exercise for the DEMHS Region 3.

CRCOG IT/GIS Coordinator attended the CT Cyber Security Meeting on Monday April 25th, 2022.

For additional information, please contact Erik Snowden at esnowden@crcog.org.

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CRCOG JOB Portal – Pilot Phase – Seeking Input and New Users

- CRCOG's Job Portal went live in February 2022. The Pilot Phase is expected to run through June 30th of 2022. With a username and password, the website can be accessed as follows:
<https://crcog.webauthor.com/modules/portal/default.cfm>
- Self-Help training materials, including "How To" Post a Job and "How To" Apply for a Job are available on the website
- Members should directly link respective Job Postings to their town website – Please contact Robyn Nichols at rnichols@crcog.org for additional information or instructions.
- With feedback received from active users, CRCOG continues to update the Job Portal site for ease-of-use and functionality. Please contact rnichols@crcog.org with your suggestions and valuable input.
- Any member municipalities and/or users are welcome to join. Please contact Robyn Nichols at rnichols@crcog.org.

CRCOG HR Portal Interview Panel Database

Register now for the HR Portal Interview Panel Database. The database is now live and can be accessed by logging into nutmeghr.org

The FY'2021-2022 CT Municipal Salary Survey: please visit ctmunicipaldata.org for more information and to access the salary survey. CRCOG met with CCM and NOVUS regarding potential changes/improvements to the salary survey.

Electronic Document Management Services (EDMS)

CRCOG, NOVUS and 3sg are actively exporting and migrating member municipality EDMS land use and human resource data from the current OnBase platform to alternative document storage solutions. Our goal is to have Bolton, South Windsor and Norwalk fully migrated to comparable EDMS technologies/platforms prior to the expiration of the current EDMS license (August of 2022) while ensuring each member is fully whole and functional.

Regional Geographic Information System (GIS)

- Installation of CAMA data processors and annual parcel and CAMA data collection continues.

- CRCOG Staff and consultant have upgraded ArcGIS Enterprise to the current version and have installed ArcGIS Portal. Additional configuration and training set to begin.
- CRCOG Principal IT/GIS Planner, Erik Snowden was appointed to the state GIS Advisory Council and is leading the Aerial Data Acquisition Work Group.
- CRCOG held a second meeting of the Capitol Region GIS Group on April 19th, 2022. The main topic of this meeting was the annual CT OPM parcel and CAMA data collection. CRCOG coordinates this effort for member towns. This group is looking for suggestions and topics for future meetings

For more information about CRCOG GIS projects and activities please contact Erik Snowden at esnowden@crcog.org or 860-724-4217.

Solid Waste Management/Textile/Recycling

- **Solid Waste RFP** – On April 27th, 2022, CRCOG's Policy Board approved a Resolution: (1) Hire Resource Recycling Systems (RRS) as the chosen consultant for CRCOG's Solid Waste RFP; and (2) Increase authorized Budget from \$50,000 to \$75,000 – funds to come from Regional Services Grant or Regional Fund.
- **Textile Recycling Expanding Programs in CT** CRCOG and Bay State Recycling have partnered to promote a textile recycling program that encourages donation rather than loading landfills with tons of unwanted textiles. Through this partnership between CRCOG and Bay State, 95% of these unwanted textiles can be recycled and reused. Bay State tailors a program to suit the needs of your town and community. Textile collection bins are placed in areas convenient for drop-off throughout your municipality. The contents are collected, and you are paid for every pound collected.
- Towns interested in municipal textile and recycling services, please contact Robyn Nichols at rnichols@crcog.org to coordinate with Bay State Textiles, Inc.
- **Food Waste RFI** – CRCOG will be issuing an RFI for organic food waste in May of 2022. Municipalities who wish to provide input and/or serve on the Evaluation Committee, kindly contact Robyn Nichols at rnichols@crcog.org.

Crumbling Foundations

RFVQ's for crumbling foundation services is issued biannually. Current submissions for the first half of 2022 are being accepted and will close on June 30th.

Company information may be found at <https://crcog.org/concrete-vendors/>.

With the **Crumbling Foundations Testing Program**, to date, 3,382 applications have been received. 3,081 applications had been paid. A total of 2,751 unique addresses have been submitted applications through this program.

On-Going Programs and Services

Job Order Contracting (ezIQC)

Hosting and IT Services – Interested Municipalities can contact Robyn Nichols via rnichols@crcog.org to sign a Side Letter Agreement

HR Consulting Group

- Class and Compensation Studies
- Training (including Sexual Harassment and Diversity)
- General HR Needs

VoIP Project - Interested Municipalities can contact Robyn Nichols via rnichols@crcog.org to sign a Side Letter Agreement

Fiberoptics Installation Services

OpenGov Update - CRCOG and OpenGov are updating all agreements to incorporate addendums and contract amendments into a Master Services Agreement (MSA); OpenGov continues to explore multi-town regional permitting, additional services, such as procurement, and add new towns to the online permitting system, including Rocky Hill.

COG Regional Election Monitor

Human Services Coordinating Council

Coordination with other COGs – CRPC, Online Permitting

If your municipality has any questions about the Capitol Region Purchasing Council, Online Permitting or would like information about a service or program offered by CRCOG, you may visit the CRPC webpage for continuing updates at <https://crcog.org/capitol-region-purchasing-council/> or contact CRCOG at www.crcog.org.

Administration and Finance – Monthly Report

- Finalized CRCOG’s Shared Services Guide, its executive summary, and CRCOG’s as a Metropolitan Planning organization fact sheet for new Executive Committee and Policy board members. Aaliyah has hard copies of these documents.
- **Website redesign:** CRCOG will embark on its next significant phase in our website redesign. Over the next couple of months, departments have been asked to update their content for migration to the new website’s production environment. BBG&G will also work on website templates as part of the next phase.
- Staff finalized FY 2022-2023 budget which will come before the Executive Committee and Policy Board in May.
- CRCOG’s Annual Meeting is Wednesday, June 15 from noon-2 pm. It will be held at Farmington Gardens, Farmington, CT.
- CRCOG staff has begun preliminary preparation and meetings for the FY 2021-2022 audit.
- CRCOG staff received refresher training on Purchase Order processing.
- Open position for Accountant posted.

Commented [AM1]: Updated the language to reflect where the project is at. Did we want to mention budget report?

Commented [PY2R1]: No. That will be finalized in April so plenty of time. Updated this to be a little briefer.