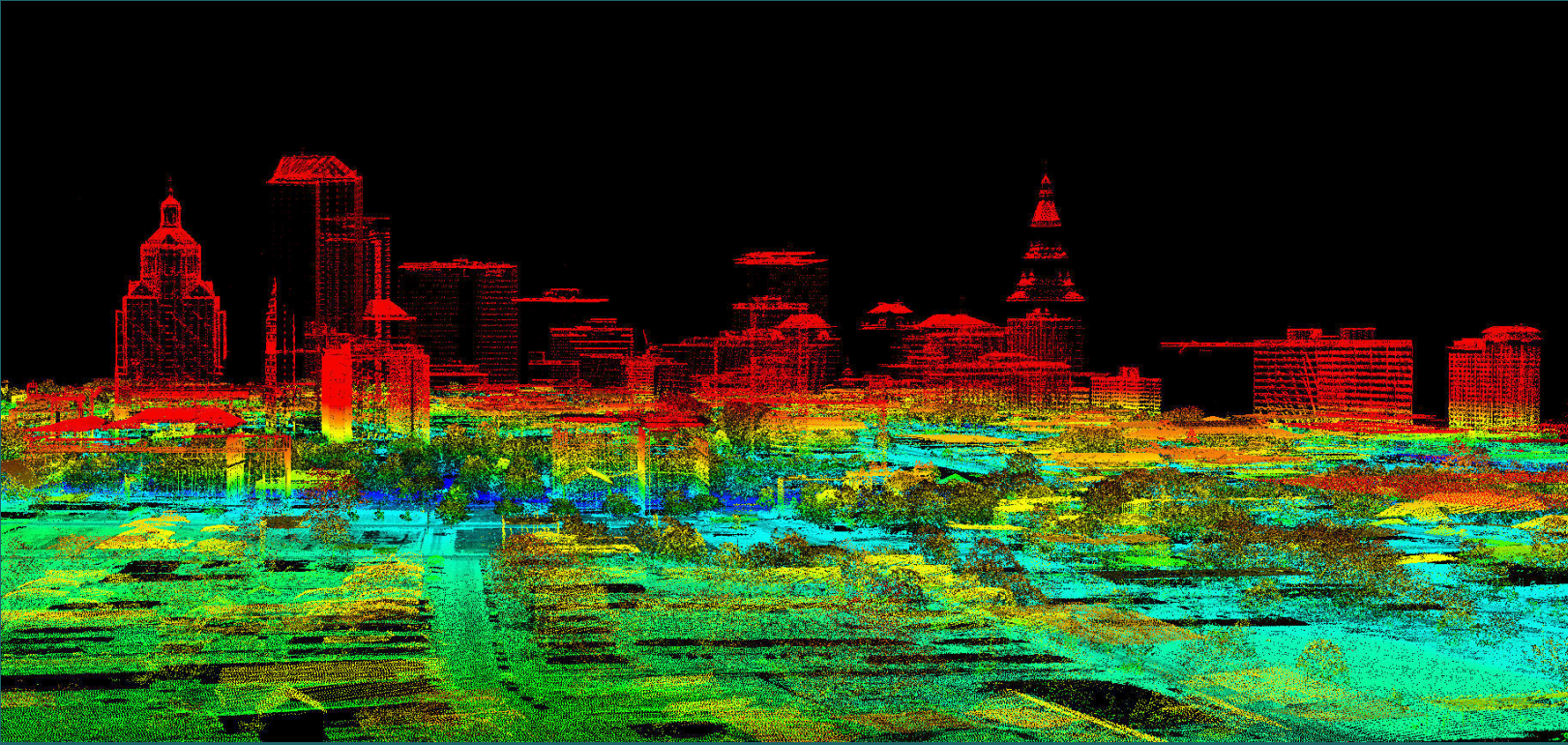




CAPITOL REGION COUNCIL OF GOVERNMENTS

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# REGIONAL SERVICES GRANT SPENDING REPORT

July 1 , 2020 - June 30, 2021

[crcog.org](http://crcog.org)



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September 15, 2021

To Planning and Development and the Finance Revenue and Bonding Committee as well as Secretary Melissa McCaw:

The Capitol Region Council of Governments (CRCOG) is pleased to submit its Regional Services Grant Spending (RSG) Expenditure and Performance Report as required by CGS Sec. 4-66r.

As a leader in regional services, CRCOG continues to increase efforts in coordinating and leading regional planning and transportation efforts, implementing public safety and homeland security projects, promoting and facilitating service sharing among towns, and harnessing the purchasing power of more than ninety entities to lower costs for everything from electricity to lawn seed. In addition, CRCOG will continue to help the region recover from the COVID-19 pandemic through the Regional Long Term Steering Committee and its sub-committees.

Despite challenging times, continuing financial sacrifice by staff, and limited resources, CRCOG is proud of its accomplishments in 2020-2021 and we expect to continue to make progress in 2021-2022 to better serve our 38 member communities.

A handwritten signature in dark ink, appearing to read "Ma", with a long horizontal flourish extending to the right.

Marcia Leclerc

Chairperson, CRCOG

# Table of Contents

**Introductory Letter | 2**

**Grant Expenditure | 4-6**

**Regional Services and Performance | 7 - 28**

- Planning | 31-44
  - Community Development | 32-39
  - Transportation | 39-44
- Public Safety and Homeland Security | 45-51
- Municipal Services | 52-58

**Opportunities | 29-**

- Existing Services with Opportunities for Regional Provision | 61
- Legislative Recommendations | 62-68





# GRANT EXPENDITURE

- Expenditure Summary
- Allocation by Project



# Expenditure Summary

Category	Amount
Salaries	265,182.09
Allocation Leave Costs	39,120.86
Fringe Benefits	102,533.27
Indirect Costs	202,806.77
Contractual, Consultants	108,124.13
<b>Total</b>	<b>736,767.17</b>

CRCOG's total Regional Services Grant for FY 2020-2021 was \$736,490.36. CRCOG will contribute local funds towards the difference in the grant and the actual spend.

## Allocation by Project

### *Original Spending Plan*

Project or Activity Description	Amount
Planning, Land Use, Sustainability, Transit Oriented Design, Economic Development and Regional GISupgrade	<b>\$341,415.83</b>
Regional Coordination of Public Safety and Homeland Security Shared Services	<b>\$86,347.00</b>
Shared Municipal Services:Expansion of Current Regional Services and Creation of Additional Regional Programs; Small Towns Support, Regional Timekeeping SoftwareProgramExpansion, Assessment ServicesBenchmarking;Expansion ofCybersecurity Programand Model Policies,Human Services Coordinating Council; Regional Election Monitor,Human Resources; COVID-19 Recovery Assistance	<b>\$307,228.17</b>
TransportationScenarioPlanning Software	<b>\$1,500.00</b>
	<b>\$736,490.86</b>

CRCOG's total Regional Services Grant for FY 2020-2021 was \$736,490.36 (a difference of \$0.50 from the original spending plan which was an error in the original spending plan above).

## ***Actual Spending***

<b>Project or Activity Description</b>	<b>Amount</b>
Planning, Land Use, Sustainability, Transit Oriented Design, Economic Development and Regional GIS upgrade	<b>\$308,122.38</b>
Regional Coordination of Public Safety and Homeland Security Shared Services	<b>\$59,857.87</b>
Shared Municipal Services:Expansion of Current Regional Services and Creation of Additional Regional Programs; Small Towns Support, Regional Timekeeping Software Program Expansion, Assessment Services Benchmarking; Expansion of Cybersecurity Programand Model Policies,Human Services Coordinating Council; Regional Election Monitor, Human Resources	<b>\$238,638.27</b>
COVID-19 Recovery Related Spending	<b>\$127,667.03</b>
Transportation Scenario Planning Software	<b>\$2,436.61</b>
	<b>\$736,767.17</b>

At OPM's request, CRCOG has broken out its COVID-19 related RSG spending .



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# REGIONAL SERVICES AND PERFORMANCE

- Planning
  - Community Development
  - Transportation
- Public Safety and Homeland Security
- Municipal Services



# Overview

This section outlines the regional services, initiative, and programs CRCOG provides as well as the accomplishments and performance of those services, initiatives and programs in 2020-2021.

## Planning



### Introduction

In FY 2021, CRCOG consolidated its planning department. There are primarily two program areas within Planning: Community Development and Transportation. Planning staff, however, integrate across these two program areas.

***Mission:*** *to develop and support integrated regional approaches to planning, projects, and investments that promote vibrant, healthy communities, protected natural resources and open spaces, equitable access to opportunities, and an economically competitive Capitol Region to serve all our citizens today, and in the future; and*

*Work to achieve a multi-modal, balanced regional transportation system inclusive of automobile, transit, bicycle, and pedestrian options; support the development of more livable communities; help sustain the City of Hartford as the core of a strong region; and assist our member towns in reaching their local transportation goals.*

The Transportation Unit of CRCOG's Planning Department is responsible for defining the region's long-term vision for transportation, developing a strategic plan to achieve that vision, and programming projects that implement the plan. As a federally designated Metropolitan Planning Organization (MPO), we provide local elected officials with a voice in the decision-making process regarding how federal transportation funds are invested.

The CRCOG Community Development Unit's major areas of responsibility are regional planning, which balances conservation and development within the region, and general leadership on program and policy development around livable and sustainable communities, focusing on both land use and transportation issues.

For many projects, CRCOG integrates land use and transportation planning. The Transportation and Community Development Units of the Planning Department work together to achieve integrated planning goals. Staff have expertise in both areas, enabling them to effectively integrate CRCOG's planning for active transportation, transit, transit-oriented development, and transportation corridor studies into multi-disciplinary regional plans and policies for the Capitol Region.

### Planning - Community Development

#### Committees:

Community Development staff provides support to the following committees:

- CRCOG Regional Planning Commission
- CRCOG Bicycle and Pedestrian Committee
- CTrail-Hartford Line and CTfastrak Corridor Advisory Committee (with Administration staff)

- CRCOG Foundation
- CRCOG Planners & Economic Developers Roundtable
- CRCOG Transit Oriented Development/Town Center Action Collaborative
- Metro Hartford Future Implementation Committee

### **Program Areas:**

- Regional planning and policy development related to building livable and sustainable communities. This program area integrates CRCOG's planning and investment in the areas of: housing, transportation, environmental protection, land use, economic development, redevelopment, and climate change mitigation and adaptation. It also touches on all aspects of the connected, competitive, vibrant, and green vision for the New England Knowledge Corridor and the Capitol Region.
- Advanced scenario planning to aid in regional and local policy decisions around development, conservation, and the integration of transportation and land use.
- Collaboration on regional transit-oriented development.
- Active transportation (bike and pedestrian) and Complete Streets planning and promotion in coordination with the Transportation Division.
- MetroHartford Brownfields Program.
- Staff support for the CRCOG Foundation.
- Implementation of the Metro Hartford Future Comprehensive Economic Development Strategy, which seeks to accelerate inclusive economic growth.
- Technical assistance to towns on development and conservation strategies, including strategies to create and maintain sustainable and livable communities.
- Promotion of sustainable development and design principles.
- Regional Natural Hazards Mitigation Planning.
- Statutory planning responsibilities: *Regional Plan of Conservation and Development* maintenance; input on land use, transit, and active transportation components of the *Metropolitan Transportation Plan*; review of zoning and subdivision proposals along town boundaries; review of municipal plans of conservation and development; review and support of municipal grant applications that advance regional plans and policies.
- Maintenance and enhancement of CRCOG's GIS system, and provision of advanced mapping and analysis services for member municipalities and all CRCOG departments. Annual update of a regional parcel dataset. Provide guidance to state agencies on large scale data acquisition projects.

### **Goals for Community Development**

- Work to improve the livability and sustainability of Capitol Region communities through projects that:
- Foster distinctive and attractive communities with a strong sense of place.
- Concentrate development and mixed uses.
- Expand housing opportunities, including housing to meet the needs of all our citizens, regardless of income, age, race, ethnicity, and special needs.
- Create walkable, bikeable, and accessible communities.
- Accelerate inclusive economic growth.
- Preserve open space, working and prime farmland, and critical environmental areas.
- Strengthen and direct development toward existing communities.
- Make development decisions predictable, fair, and cost effective.
- Encourage community and stakeholder collaboration in development decisions.

- Embrace advanced scenario planning to create land use models and pursue investment that will provide opportunities for more energy-efficient transportation and housing choices.
- Support the assessment, remediation, and reuse of brownfields to help achieve the region's sustainability goals.
- Support municipal efforts to protect against loss of life and property due to natural hazards through appropriate planning and infrastructure improvements.
- Work toward enhanced regional coordination among state, regional and local levels of government and across functional disciplines, as well as between the public and private sector.

## ***2020-2021 Community Development Accomplishments and Performance***

Staff works with public and private partners to implement recommendations contained in the ***Capitol Region Plan of Conservation and Development, 2014-2024*** and the Sustainable Knowledge Corridor Action Plan, ***One Region, One Future: An Action Agenda for a Connected-Competitive-Vibrant-Green Knowledge Corridor***. The following activities were conducted in FY 2020-2021:

Activities that support a ***Connected Capitol Region***:

- Engaged towns in discussion of transit-oriented development (TOD) opportunities linked to the ***CTfastrak*** and the ***CTrail***-Hartford Line investments, reviewed the progress of these projects, and discussed issues of common concern through convening the ***CTrail-Hartford Line and CTfastrak Corridor Advisory Committee*** (CAC).
- Initiated a new Transit-Oriented Development study for the region to assess the financial feasibility of individual sites in station areas along the ***CTfastrak*** and ***CTrail*** corridors.
- Utilized statutorily required CRCOG reviews of municipal plans of conservation and development, zoning amendments, and subdivision proposals as an opportunity to provide comments on enhancements which could support implementation of TOD opportunities.
- Supported expansion of the regional pedestrian and bicycle network through planning and conducting ***CRCOG Bike and Pedestrian Committee*** meetings and conducting the ***October 2020 Bike/Ped Count and Active Transportation Audits*** to monitor the current walkability/bikeability of count locations and identify trends in the region.
- Continued work on a grant-funded ***Active Transportation Implementation*** project through the Connecticut Department of Public Health's (DPH) State Physical Activity and Nutrition (SPAN) Grant from the U.S. Centers for Disease Control. Successfully completed a solicitation for projects, helped host a series of Complete Streets workshops, and developed scopes of work for upcoming projects that will be completed in FY2022. Secured three additional years of funding for the program through DPH.
- Served on the ***Hartford Complete Streets Task Force***, a group which grew out of the national Mayors' Complete Streets Challenge.
- CRCOG led an effort to bring a bikeshare program to the region. This program was halted when the chosen vendor went out of business. Staff worked with the successor

- entity to modify the program into a pilot scooter share program for the City of Hartford.
- Performed **GIS functions on behalf of the region** to assist in regional and local planning. CRCOG GIS staff maintained and updated multiple regional GIS datasets, including 2016 statewide Orthophotography and Light Detection and Ranging (LIDAR) Flight data, parcels, zoning, and multi-use trails. Staff also managed the regional Web GIS that provides mapping and analysis functionality for all member municipalities and provided advanced mapping and analysis services for member municipalities and for all CRCOG departments.
- Collaborated with other GIS users through participation on the CT GIS User Network Steering Committee, GIS Data Acquisition Advocacy Committee, and statewide parcel data working group.

#### Activities that support a **Competitive Capitol Region**:

- Implementation of **Metro Hartford Future**, the region's **Comprehensive Economic Development Strategy** (CEDS) under the guidance of the Metro Hartford Future Implementation Committee. The plan focuses on talent and workforce, connectivity within the region and to the broader region, and branding and promotion efforts.
- Conducted an economic impact study of proposed improvements to the Hartford Line as well as East-West Rail between Springfield and Boston. The study looked at broad economy-wide impacts that could be realized with the increased connectivity. It showed significant benefits could accrue if the improvements were made.
- In coordination with the Connecticut Department of Economic and Community Development (DECD), applied for a grant from the US Economic Development Administration for CARES Act funding. The funding would provide resources for CRCOG to update its Comprehensive Economic Development Strategy to address the COVID-19 pandemic. The funding would also allow CRCOG to provide some technical assistance to regional stakeholders.
- With the CRCOG Executive Director, staffed the **CRCOG Foundation**. The Foundation works as a convener, an educator, and a funder to help advance policies, programs, and direct service activities that forward the CRCOG mission.

#### Activities that Support a **Vibrant Capitol Region**:

- Improved the potential for the clean-up and redevelopment of contaminated properties through the **MetroHartford Brownfields Program**. FY 2019-2020 accomplishments included:
  - Received an award of \$300,000 from the U.S. EPA for Brownfields Assessment funding. To help implement work under this grant, hired a licensed environmental professional to conduct environmental investigations of sites throughout the region but with a focus on sites with TOD potential in Hartford and along transit corridors.
  - Continued to work with Towns of Somers and Berlin as well as an East Hartford commercial site owner on their Revolving Loan Fund projects. Continued to market the RLF program to potential borrowers.
- Carried out **Statutory Planning Responsibilities: Regional Plan of Conservation and Development** maintenance; gave input on land use, transit and active transportation components and brownfields and natural disaster implications of the **Metropolitan Transportation Plan**; reviewed zoning and subdivision proposals along town boundaries, and municipal plans of conservation and development, for consistency with regional plans and policies, and the concerns of



neighboring municipalities; review and support of municipal grant applications that advance regional plans and policies. Involved CRCOG Regional Planning Commission in the regional review process.

- Provided planning and implementation assistance in support of: transit-oriented development; expansion of housing opportunities; increased job and business opportunities; creation of bike and pedestrian friendly communities; green building and infrastructure; neighborhood planning and placemaking; preservation of working farms and key environmental resources; and other topics consistent with the principles of livable and sustainable communities.
- Helped municipalities and developers provide for housing to meet the needs of all our citizens through responses to individual requests for information and assistance. Served on the LISC Local Advisory Committee, providing input on LISC community development investment in Hartford neighborhoods.
- Staffed the CRCOG Regional Planning Commission and shared with these representatives from municipal planning and zoning commissions topics and strategies to create a more connected, competitive, vibrant, and green Capitol Region. Organized education presentations on a variety of topics including planning for aging in place and potential reforms to statewide zoning laws.
- Continued participation on the Lincoln Institute of Land Policy's Consortium for Scenario Planning. Scenario planning is a tool to help municipalities and regions make better-informed land-use decisions.
- Coordinated with the CRCOG Transportation Division of the Planning Department on acquiring advanced scenario planning software tools for use in a range of regional and corridor level planning initiatives. CRCOG staff hired a consultant to assist with setting up an advanced regional scenario planning tool. Continued exploring additional tools and began outreach to municipalities to discuss ways that CRCOG could use scenario planning to help with local plans.

#### Activities that support a ***Green Capitol Region***:

- Prepared FEMA Building Resilient Infrastructure and Communities (BRIC) and Congressional Community Project Funding (CPF) grant applications to update the Capitol Region Natural Hazards Mitigation Plan. This plan must be updated every five years to ensure our member municipalities have access to FEMA grants for hazard mitigation projects. The plan will include risk and vulnerability analyses and strategies to help member communities protect against the impacts of natural hazards.
- Continued efforts to better integrate transportation, community development, municipal services, natural hazard mitigation, and public safety activities within CRCOG that are related to building and maintaining livable and sustainable communities.
- Represented CRCOG on Planning and Transportation Working Groups charged with establishing and refining the framework and potential action steps to be included in the Sustainable CT municipal certification program, developed by Connecticut Conference of Municipalities in partnership with the Eastern Connecticut State University Institute for Sustainable Energy and assisted with reviews of municipal applications for certification.
- Represented CRCOG on the Central Connecticut Water Utility Coordinating



Committee (WUCC), a committee which completed a Comprehensive Water Supply Plan for the Central Connecticut area in June 2018. We will continue to represent CRCOG on the WUCC to help implement the plan in order to maximize efficient and effective development of the state's public water systems and to promote public health, safety and welfare.

- Represented CRCOG on the Connecticut Resource Conservation and Development Council (CTRC&D). The CTCRC&D was established under a program of the United States Department of Agriculture and is designed to help communities and individuals care for and protect their natural resources in a way that improves the local economy, environment, and living standards. The CTCRC&D is led by COGs, soil and water conservation districts, various environmental, conservation, and agricultural organizations, and state and federal agencies. Assisted CTCRC&D in conducting an Environmental Review Team analysis of an open space tract in Wethersfield owned by the Great Meadows Conservation Trust.

Used the regional statutory land use review process to make recommendations to local planning and zoning commissions on actions which would advance regional sustainability. Provided CRCOG support to municipal open space, housing, recreational trail, brownfields, and other grant applications.

## ***Planning - Community Development Performance***

<b>State Statutory and RSG Responsibilities:</b>		
Number of CRCOG zoning and subdivision reviews conducted	92	101
Number of reviews of municipal plan updates		
Number of funding application reviews for projects implementing regional goals and policies	15	1
<b>Special Projects which Forward CRCOG Goals:</b>		
<b>CRCOG Web-Based GIS</b>		
Number of visits on CRCOG Web-Based GIS	41,679	29,137
<b>Brownfields</b>		
DECD brownfields assessment and inventory funds expended	\$0	N/A
EPA brownfields assessment funds expended	\$0	\$12,025
EPA remediation funds committed (loans and subgrants)	\$150,000	\$0
Number of sites selected for remediation	1	0
<b>Implementation of Plans, Practices and, Information Sharing that Support Sustainable Communities</b>		
Reports Published	3	1
Number of users who like/follow CRCOG Sustainable Capitol Region on Facebook	200 / 245	201 / 247
Number of views of CRCOG Sustainable Communities Videos		
Number of bike/ped counts completed	37	58
Number of active transportation intersection audits completed	37	45
<b>Building Program Capacity</b>		
New grants applied for that support CRCOG mission	2	2
New or continued grants awarded that support CRCOG mission	2	3

## ***Planning - Transportation***

### **Committees**

- Transportation Committee
- Cost Review and Schedule Subcommittee
- Active Transportation Subcommittee
- Bicycle and Pedestrian Subcommittee
- Traffic Incident Management Coalition

### **Program Areas**

- Transportation planning and policy development
- Transit planning
- Bicycle and pedestrian planning
- Freight planning
- Project financing and programming
- System management and operations planning, including congestion management, safety management, incident management, and emergency management
- Regional travel forecast model
- Technical assistance to towns (traffic analyses, GIS, project financing, etc.)
- Public participation, Title VI, and Environmental Justice
- Influencing state transportation policy (includes serving on statewide committees)

### ***Goals for Transportation***

- Support the Policy Board and Transportation Committee in developing transportation plans, policies, programs, and projects to achieve a balanced, safe, and efficient regional transportation system.
- Ensure a regional voice in the development of state transportation policies, plans, and programs.
- Fulfill all federal MPO planning requirements to ensure a sound performance based decision-making process regarding how federal transportation funds are invested (required to maintain the region's eligibility for federal funds).
- Make sound decisions regarding how transportation funds are programmed and work with municipalities, Connecticut Department of Transportation (CTDOT), and other stakeholders to ensure projects are advanced in an efficient manner.
- Provide technical assistance to member communities.

### ***2020-2021 Transportation Accomplishments and Performance***

- Programmed over \$13.3 million in State Fiscal Year 2020 Local Transportation Capital Improvement Program (LOTICIP) funding (measured in total approved "commitment to fund" figures).
- Completed a solicitation for LOTICIP projects including roadway reconstruction, pavement rehabilitation, stand-alone sidewalk, and bicycle-pedestrian projects, resulting in the selection of 23 projects totaling \$40.3 million.
- Managed on-call consultants that assist CRCOG and member municipalities with LOTICIP project reviews and delivery.
- Solicited, selected, and submitted to CTDOT five (5) Congestion Mitigation and Air

- Quality (CMAQ) projects totaling approximately \$8.9 million (federal).
- Worked with municipalities and CTDOT to advance projects under the Transportation Alternative (TA) Set-Aside program.
- Analyzed, presented, and approved numerous amendments and actions for the FFY2018-2021 Transportation Improvement Program (TIP).
- Prepared the FFY2021-2024 TIP and approved amendments and actions as needed.
- Continued to update the web-based tool for mapping LOTCIP and TIP projects and work with CTDOT on their E-STIP project.
- Worked with CTDOT to prioritize applications for the FFY2020 FTA 5310 Program (Enhanced Mobility of Seniors and Individuals with Disabilities Program).
- Provided technical assistance to towns to solve traffic problems, resolve project funding problems, and mediate design issues. Also provided assistance to towns and other agencies with mapping, census, and socio-economic datasets.
- Completed the Transportation Safety and Improvements Study in Farmington.
- Continued advancement of the Route 5 Corridor Study in East Windsor.
- Initiated the Capitol Region Transit Priority Corridors Implementation Strategy, Route 190 study in Enfield, and Roundabout Screening Study.
- Worked with CTDOT to release RFQs for the Farmington Area Connectivity Study and the TOD Roles, Visioning, Viability & Tools Analysis study.
- Managed a Transportation Planning Study solicitation, with two studies selected for submission to CTDOT.
- In partnership with CTDOT and **CTtransit**, CRCOG continued to advocate for implementation of recommendations from the Comprehensive Transit Service Analysis of **CTtransit**'s Hartford and New Britain/Bristol Divisions.
- FY2021 was not an application year for the State Matching Grant Program for Demand Responsive Transportation (Municipal Grant Program). CRCOG coordinated with CTDOT and recipients to ensure completion of necessary maintenance paperwork.
- Continued to work in partnership with CTDOT, the City of Hartford, and other stakeholders to advance the Greater Hartford Mobility Study.
- Supported CTDOT and affected communities on initiatives related to the **CTrail** Hartford Line and **CTfastrak**.
- Conducted utilization counts of the Region's commuter park and ride lots in October 2020 and April 2021. Data summaries and infographics were updated and shared with the Transportation Committee and on CRCOG's website.
- Continued organizing and holding Traffic Incident Management (TIM) Coalition meetings for the Hartford Urbanized Area.
- Developed a TIM "Road Map" to assist the Coalition in focusing on key areas within transportation planning and operations that incorporate *Safe and Quick Clearance* strategies. Some examples are: 1) updating of diversion plans, 2) adoption of a unified response manual for all TIM responders, and 3) increased TIM Training for all responders.
- Completed consultant selection for the next term of consultant assistance in providing CRCOG with travel demand modeling and data management service.
- Continued coordination with CTDOT and members of the Metropolitan Area

- Planning (MAP) Forum to understand freight planning roles and opportunities.
- Updated the Hartford TMA Congestion Management Process (CMP) report utilizing FHWA's most recent National Performance Management Research Data Set (NPMRDS).
- Coordinated with and assisted CTDOT in the development and completion of a Regional Transportation Safety Plan.
- Participated in regional and project-specific traffic management discussions related to construction activities in the Greater Hartford Area.
- Began a second phase of Scenario Planning efforts including modeling the region utilizing additional Scenario Planning Software.
- Worked with CTDOT, federal officials, and other stakeholders to further advance performance-based planning initiatives including improvements to performance measurement and target setting.

### ***Planning - Transportation Performance***

<b>Program</b>	<b>2019*</b>	<b>2020</b>	<b>2021**</b>
<b>STP Urban &amp; LOTCIP Programs</b>			
Total <b>federal</b> STPU funds	\$0	\$36,466,767	\$27,126,837
Total <b>state</b> LOTCIP funds granted	\$5,506,470	\$13,333,794	\$18,037,154
Number of LOTCIP project grants	5	9	12
<b>(CMAQ, LRAR, TA Set-Aside)</b>			
Total <b>federal</b> funds obligated	\$6,157,000	\$24,016,000	\$11,670,000
Number of projects	9	10	4
<b>TIP Amendments:</b>			
Number of amendments	71	36	34
<i>As of 3/31/21</i>			

*The summary above highlights the programs in which CRCOG has a direct (or major role) in project development and selection. The provided funding grant/obligation program amounts and project counts represent projects specific to the CRCOG region and omit larger multi-region or statewide efforts. Federal programs are reported on federal fiscal year (October of previous year through September of year) and other programs are tracked on state fiscal year (July of previous year through June of year).*

*\*All FFY2019 STPU projects purposely swapped to other federal funding sources as part of a strategy to mitigate potential rescission of federal carry-forward.*

*\*\*FFY2021 Estimate (may be partial year in some instances).*



<b>Transportation Program Performance:</b>	<b>% Complete</b>
Route 5 Corridor Study, East Windsor	90%
Transit Priority Corridor Implementation Strategy	10%
Route 190 Corridor Study, Enfield	5%
Roundabout Screening Study	initiation phase
Farmington Connectivity Study	initiation phase
TOD Roles, Visioning, Viability, and Tools Analysis	initiation phase

**Federal MPO Requirements:** Fulfill federal planning requirements to assure a sound decision-making process and to maintain the region's eligibility for federal funds.

**Document and Date Adopted**

Unified Planning Work Program – UPWP; May 2021

Metropolitan Transportation Plan; April 2019

Transportation Improvement Program (2021-2024); October 2020

Capitol Region Intelligent Transportation Systems Plan; March 2015

Public Participation Plan; April 2017

Congestion Management Process Report; November 2020

MPO Certification; March 2018

# Public Safety and Homeland Security



## Introduction

*Mission: To access and coordinate federal, state, and local grant and financial opportunities to enhance the region's capabilities to protect the safety, security, and health of its citizens through the region's police, fire, public health, emergency management, EMS, and emergency planning organizations.*

CRCOG's Public Safety and Homeland Security Department coordinates and assists the efforts of 41 participating towns to plan for, access state and federal funding for, and develop and implement projects that will improve the region's safety and security. Major areas of responsibility include administration of the statewide CAPTAIN mobile data communication system and project management and oversight of federal grant funds in the following categories: State Homeland Security Grant Program (SHSGP), Metropolitan Medical Response System (MMRS), and Citizen Corps programs (CCP).

## Committees:

- Capitol Region Citizen Corps Council
- Capitol Region Medical Reserve Corps
- Urban Area Working Group
- Training and Exercise Planning Workgroup
- I:COMM Team
- Incident Management Steering Committee
- Regional Mobile Command Post Committee
- Capitol Region Emergency Planning Council:
  - R-ESF 1 **Transportation**
  - R-ESF 2 **Communications**
  - R-ESF 3 **Public Works & Engineering**
  - R-ESF 4 **Firefighting**
  - R-ESF 5 **Emergency Management**
  - R-ESF 6 **Mass Care**
  - R-ESF 7 **Resource Management**
  - R-ESF 8 **Public Health & Medical Services**
  - R-ESF 9 **Search and Rescue**
  - R-ESF 10 **HAZMAT**
  - R-ESF 11 **Animal Response**
  - R-ESF 13 **Public Safety and Security**
  - R-ESF 14 **Economic Recovery**
  - R-ESF 15 **External Affairs (Media)**
  - R-ESF 16 **Volunteer Management**
  - R-ESF 19 **Special Needs Management**
  - R-ESF 20 **Faith Based Organizations**
  - R-ESF 21 **Collegiate Services**

## Program Areas:

1. Public Safety Planning and Policy Development
2. Homeland Security and Emergency Management Planning and Policy Development
3. Technical Assistance to Towns
4. HSEEP Complaint Training and Exercise Coordination
5. Project Financing and Programming

6. Project Implementation and Management
7. Influencing State Homeland Security Policy (includes serving on statewide committees/stakeholder groups)

### ***Goals for Public Safety and Homeland Security***

- Support the Policy Board and Public Safety/Homeland Security committees in developing appropriate plans, policies, programs, and projects to achieve a safe, balanced, and efficient regional public safety and homeland security system.
- Assure a regional voice in the development of state public safety and homeland security policies, plans and programs.
- Manage and administer federal homeland security funds, in compliance with State and Federal laws, on behalf of the 41 communities that make up the Capitol Region Emergency Planning Council and the State of Connecticut Division of Emergency Management and Homeland Security Region 3.
- Appropriately staff the Capitol Region Emergency Planning Council and its Emergency Support Functions, Capitol Region Chiefs of Police Association, Capitol Region Citizen Corps Council, Region 3 Cybersecurity Task Force and CAPTAIN Technical committees.
- Manage the Public Health Emergency Preparedness (PHEP) grant from the CT Department of Public Health on behalf of the 14 local public health departments and districts in our region.
- Provide technical assistance, HSEEP compliant training development and exercise coordination services to member communities.
- Continue to run Incident Command System (ICS) and National Incident Management System (NIMS) for first responders within our region.
- Assure the development of public safety education programs within Connecticut by service on various boards and advisory commissions for high school and college programs specializing in public safety and homeland security.
- Administer and maintain the CAPTAIN mobile data communication system as we begin plans to transition off the system.
- Continue to promote the means to create accountability tags for the communities through the Salamander identification system.
- Continue to conduct After Action Reviews and Real-Life Incident Reviews for our communities as requested.

### ***2020-2021 Accomplishments and Performance***

#### ***Public Safety and Homeland Security – overall***

- Staff members serve on the governing boards of the Goodwin College Homeland Security Program, the Greater Hartford Public Safety Academy and the DEMHS Statewide Advisory Council, Statewide Cybersecurity Committee, Statewide Citizen Corps Council and Statewide Homeland Security Working Group.
- Arranged CPR and AED training on site for CRCOG employees.
- Organized several virtual meetings for FirstNet/AT&T to present on this first nationwide public safety broadband network.
- Participate in the Traffic Records Coordinating Council.
- Continued working with the Connecticut Department of Public Health as the fiduciary agent for Public Health Emergency Preparedness (PHEP) funds.
- Our 24/7 coverage forms, MCM Action Plan and Multi-Year Training and Exercise Plans have been submitted. CRCOG distributed the new Administrative Service Agreements for BP2 in mid-January. These agreements will be good for the last 4 years of the grant. We continue to have monthly ESF-8 meetings and bi-weekly meetings with the local Public

Health Directors.

- Staff completed work on the deliverables for the ebola/infectious disease funding. An order using the balance of the funds was placed for the purchase of PPE for our EMS providers.

### **Homeland Security Initiatives**

- FFY 2017 SHSGP – Completed project work and closed out this grant. Through the Statewide Homeland Security Working Group received additional funds of \$100,000 including set asides for the Hartford Bomb Squad and Capitol Region HAZMAT Team.
- FFY 2018 SHSGP- Received grant award and continue to work on grant deliverables. Will complete work by June 30th. Through the Statewide Homeland Security Working Group received additional funds for the Hartford Bomb Squad and planning work.
- FFY 2019 SHSGP – Received grant award and have begun project work.
- The Capitol Region Emergency Planning Council approved a Spending Plan for the FY 2020 Homeland Security funds at their July quarterly meeting. The region will receive \$387,157 from the State Homeland Security Grant Program. This includes a slight increase from last year as there is a new federal requirement to purchase a barricade system for use within the region.
- The Regional Emergency Support Plan was activated in response to the COVID-19 pandemic on March 18th 2020 and remains activated. The Regional Coordination Center is on a full virtual activation. Coordination is being done by the ESF-5 (Emergency Management) and ESF-8 (Public Health and Medical Services) duty officers.
- The Capitol Region Incident Management Team (CT-IMT3) has been activated and developed an Incident Action Plan (IAP) which is being reviewed by local public health leads and reissued weekly.
- Our Regional Distribution Site Standard Operating Guide began utilization. CRCOG began running a Regional Distribution Site at a Public Works Facility in the Town of West Hartford on April 15th, 2020 and now continue to open it on an as needed basis. This allows us to receive, stage and distribute Medical Countermeasures including Personal Protective Equipment (PPE) as it becomes available. We are working with the Department of Public Health with PPE for EMS, first responders, Long Term Care facilities, and community health organizations.
- CRCOG offered to assist in funding the region's Emergency Management Directors to obtain their Certified Emergency Manager (CEM) or Associate Emergency Management Director (AEM) through the International Association of Emergency Managers.
- The K-12 Emergency Planning Committee resumed their quarterly meeting in February. The group is made up of Superintendents and school security personnel.
- Resource Typing Initiative – Completed DEMHS requirements for collection and submission of resource data.
- Reverse 911 – Now working with the State of Connecticut vendor Everbridge technology.
- Regional Exercises – Supported regional exercises and coordinated training classes. Due to the pandemic these activities were limited this year.
- CAPTAIN Fire Mobile – Rolled out CAPTAIN FIRE mobile data communications system to various towns and continue to work on system upgrades.
- HAZMAT – Continued meeting with the Regional HAZMAT team and developed spending plans for sustainment. Purchased equipment and initiated training programs.
- Continue to administer and enhance the Get Ready Capitol Region citizen preparedness website which also includes a Twitter feed and Facebook page.
- Support an Ambassador program made up of Community Emergency Response Team (CERT) members to promote the site and message. Most trained are members of the

region's CERT teams.

- Continued a partnership with the Hartford Marathon Foundation.
- Participated in the Stanley Black and Decker Preparedness week to promote the Get Ready website and citizen preparedness.
- CRCOG assisted communities to roll out the FEMA Student Tools for Emergency Preparedness (STEP) Program to all of their K-5 and K-8 schools.
- ESF-11 (Animal Response) – Focused on retaining and recruiting volunteers. Made virtual presentations to CERT teams who would like to take on an animal protection role and continue to make caches of equipment available to those teams.
- Functional Needs Training Program – Continue to train first responders for emergency responses dealing with citizens with functional needs. Training will resume shortly.
- Continued training and education sessions for the mutual aid plan for all long-term care facilities.
- Sponsored a class on utilizing social media during times of disaster.
- Purchased various equipment for regional SWAT and Dive teams, the Regional Incident Dispatch Team, Incident Management Team, the four regional mobile command posts and the Hartford Bomb Squad.
- CRCOG staff attended the annual CT SWAT Challenge. The I-COMM team participated with MCV-3 and radio truck.
- Staff members participated in a Detect and Resolve Exercise with the TSA and continue to partner with them.
- Committee memberships – Staff members serve on various DEMHS statewide stakeholder and regionalization subcommittees.
- Developed training material for Regional Emergency Support Plan socialization for municipal CEOs and EMDs.
- Partnered with DEMHS Region 3 staff to hold introductory meetings with new Chief Elected Officials and Emergency Management Directors.
- Participated in the DEMHS Best Practices Forum and Emergency Management Symposium. The history and capabilities of the Capitol Region Regional Distribution Site was highlighted.
- Continue to offer Incident Command System (ICS) 300 and 400 classes to all police, fire and emergency management personnel in the region according to national guidelines.
- Homeland Security conducted a hybrid onsite/virtual monitoring visit with CRCOG and viewed all equipment purchased for the Hartford Bomb Squad and Capitol Region Dive Team.
- CRCOG coordinated with each community to put together a list of Municipal Water Coordinators as directed by DEMHS.
- Participated in both preparation calls for Tropical Storm Isaias as well as recovery operations calls.
- Interoperable Communications training sessions were presented to the Capitol Region Chiefs of Police Association and Capitol Region Emergency Planning Council.

### **Regional Emergency Support Plan (RESP) Plan Enhancements**

- RESP Plan – Annual updates and plan maintenance.
- Completed updates for Regional ESF-8 Public Health and Medical Services plans as part of the NACCHO Project public Health Ready reaccreditation; application was submitted in August and Region 3/CREPC was accredited under new criteria from NACCHO. The Region was the first to be accredited to the new criteria in support of local municipalities.
- Integrating the Regional Distribution Plan into the overall document.



### **Capitol Region Metropolitan Medical Response System (CRMMRS) and the Region**

#### **3 Emergency Support Function 8**

- Managed 14 local public health department/district subcontracts for the Public Health Emergency Preparedness Program grant funds totaling over \$1.2 million.
- CRMMRS - maintained and enhanced current capabilities for regional public health and medical response in compliance with state and federal directives. Continued to review and update original MMRS deliverables/emergency preparedness planning.
- Assisted the City of Hartford with a full-scale exercise which was a real-life vaccination clinic.
- Continued to explore options for maintaining pharmaceutical countermeasures for first responders/critical staff in Capitol Region.
- As part of the MMRS National Leadership Group continue to work on local responder medical preparedness issues and sustaining local capabilities.
- Participated in Long Term Care Mutual Aid Plan training and exercises for 2020.
- Assisted with continued training of LTC Mutual Aid Plan members of the Regional Coordination Center in the Manchester EOC as the LTC Coordination Center.
- Participated in the statewide Long-Term Care Mutual Aid Plan Steering Committee.
- New tool CT-Responds recently rolled out; assist with CT-DPH and Regional assessment process
- Member of statewide Emergency Preparedness Committee for CT EMS Advisory Board Sub-Committee.
- Member of statewide committee to review and update the forward Movement of Patients/Hospital Surge plan.
- Completed drafting R-3 HCC Response Plan.
- Served as subject matter expert to various federal agencies and to Congress on MMRS matters – facilitated Medical Preparedness forum for Chemical Responses and Medical Counter Measures.
- Completed Regional Ebola/Infectious Disease planning initiative grants and projects from US HHS through CT-DPH. Serve as subject matter expert for implementation and application of Regional Planning and Resilience matters.

### **Capitol Region Medical Reserve Corps (CR-MRC)**

- During the COVID-19 pandemic, had requests for our Medical Reserve Corps (MRC) tent and Cabana unit which were delivered to Bristol Health and St. Francis respectively. Medical Reserve Corps members have been deployed throughout the region. CR-MRC has also deployed 26 Field MCI ventilators: 5 to Bristol Hospital, 6 to St. Francis and 7 to Hartford Hospital.
- During the pandemic, the CR-MRC has been utilized very frequently and remains a very valuable asset. They have current activations at St. Francis, Chatham Health District, Bristol-Burlington Health District, Town of Vernon and the City of Hartford Health Department with hundreds of CR-MRC members volunteering their time in both medical and non-medical roles.
- MRC volunteers assisted at Bradley International Airport to distribute materials for the Governor's Travel Advisory program during the early stages of the pandemic.
- Continued collaboration with MRC sub-units to enhance MRC training opportunities.
- Conducted monthly training sessions through monthly virtual CR-MRC meetings in accordance with the Regional Training and Exercise Work plan.
- Sponsored a Virtual Operation Support Team (VOST) two-day training session for Medical Reserve Corps members.

- Upgraded the CR-MRC notification system. Trained on and fully utilizing the new CT-Responds system.
- Developing CR-MRC consumable medical inventory system; deployment/mission ready packages.
- Staff completed an application to the National Association of City and County Health Officials (NACCHO) on behalf of the Capitol Region Medical Reserve Corps to strengthen the unit and assist with the COVID vaccination campaign.

### **Capitol Region Citizen Corps Council**

- Expansion - Continued to expand our Council and added CERT teams within our communities.
- Our CERT teams found creative and innovative ways to help during the pandemic and reported on their activities during virtual meetings. Many of our teams assisted with a mask and thermometer distribution program for local businesses. They assisted with meal delivery for the elderly and shut-ins within their communities, partnered with local Boards of Education for meal distribution to school children, and helped at United Way Farm to Families events. Traffic control was conducted for drive by high school graduations and for street blockages during Tropical Storm Isais. Finally, many made masks for local first responders.
- Hosting - Hosted joint refresher training sessions for all teams.
- Missions - Expanded the missions of current teams.
- The 3rd Annual CERT Awareness Day was postponed due to the pandemic. Planning for the next event is underway.

### ***Public Safety and Homeland Security Performance***

	2019	2020
<b>Federal/state SHSGP grants received (planning, equipment, training &amp; exercises)</b>	<b>\$358,659</b>	<b>\$189,313</b>
<b>Homeland security reimbursement requests and reports completed in a timely manner (%)</b>	<b>100%</b>	<b>100%</b>
<b>CERT training courses administered</b>	<b>12</b>	<b>11</b>
<b>Number of ICs 300 and 400 classes held/Number of individuals trainaed</b>	<b>2/40</b>	<b>0/0</b>
<b>Homeland security exercised conducted including full scale, tabletop and drills</b>	<b>2</b>	<b>1</b>
<b>Reimbursed training hours to local first responders (hours)</b>	<b>186</b>	<b>156</b>
<b>Regional Coordination Center activations</b>	<b>2</b>	<b>1</b>
<b>National of regional deployments, Incident Managerment Team/individuals deployed</b>	<b>5</b>	<b>3</b>
<b>Communities/agencies participating in the police and/or fire system</b>	<b>35</b>	<b>32</b>

# Municipal Services



## ***Introduction***

*Mission: To expand municipal sharing opportunities.*

CRCOG's Municipal Services Department is divided into three programmatic areas: Municipal Services/Service Sharing, Capitol Region Purchasing Council and the IT Services Cooperative. The CRCOG Municipal Services Committee oversees the work of all three areas and sets and reviews strategic goals.

The **Municipal Service/Service Sharing** program's major areas of responsibility include administering the OPM Service Sharing Grants, supporting and coordinating the efforts of the Central Connecticut Solid Waste Authority, statutorily required functions and serving as a research and analysis resource for towns to explore service sharing opportunities. Statutory responsibilities include Regional Election Monitoring duties and the Human Services Coordinating Council. This area also supports the Crumbling Foundations Testing Program, and the Ad-Hoc Working Committee on Crumbling Foundations.

The **Capitol Region Purchasing Council's** major areas of responsibility include Annual/Biennial cooperative bids, the CRCOG Energy Consortium, Indefinite Quantity Construction Program, and our e-Procurement software. The Purchasing Council Executive Committee hosts an Annual Meeting of the groups' membership (now over 100 local governments and agencies). Staff also continuously review the programming offered through the Council and explore new areas of service.

The **CRCOG IT Services Cooperative** pursues regional software and other IT solutions for municipalities looking to save tax dollars and enhance operating efficiencies. This group has successfully supported the establishment of a common sense, affordable fiber network for municipalities, which will enable the next generation of service sharing to gain local operating efficiencies. All municipalities in Connecticut now can connect to the Nutmeg Network. More service sharing opportunities are now possible as a result of this network connectivity and the establishment of the CRCOG Data Center, which can provide a wide array of IT hosting and software sharing to municipalities.

**Regional Long Term Recovery Steering Committee.** In addition to these areas, in 2020-2021, the state of Connecticut requested that CRCOG stand up the regional Long Term Recovery Committee and staff meetings as well as help develop and shepherd action plans for the Regional Long Term Recovery Steering Committee (RRSC) for DEMHS Region 3. CRCOG also administered the Phase I statewide long-term recovery steering planning process and grant that produced overviews and current status surveys for each of the regions and various COGs.

The Municipal Services Department's Focus is four-fold as we look to the upcoming fiscal year and beyond:

- **MAINTAIN** our current level of excellent service delivery with a philosophy of continuous improvement and an eye to changing needs and regulations to remain the best solution to a wide variety of municipal operational needs.
- **EXPAND** the offerings of CRCOG IT Services. Promote CRCOG as a proving ground for innovative ideas and activities that benefit local governments.

- **GROW** direct service offerings for smaller towns that focus on core operational needs such as assessment, code enforcement and accounting that can be difficult to maintain in a worsening fiscal environment.
- **RESPOND** to additional mandates from the state to add regional responsibilities and needs, including response to the COVID-19 pandemic.

All these programs are open to towns outside of CRCOG's borders, supplementing municipal dues and other grant monies with fee-for-service income which helps us carry out our mission.

### **Committees:**

- Municipal Services Committee
- Capitol Region Purchasing Council
- Human Services Coordinating Council

### **Program Areas:**

- Municipal Service Sharing
  - Regional Geographic Information System (GIS)
  - OPM Regional Service Sharing Grants
  - Solid Waste Research and Coordination
  - Human Services Coordinating Council
  - Regional Election Monitoring
- Purchasing Council
  - Annual/Biennial Cooperative Bids
  - e-Procurement System
  - Natural Gas Consortium (on hiatus)
  - Electricity Consortium
  - Job Order Contracting construction (ezIQC)
- IT Services
  - Fiber Infrastructure (SERTEX)
  - General IT Services (Novus Insight)
  - Hosting/Disaster Recovery
  - Voice Over Internet Protocol
  - Regional Online Permitting Program
  - Cybersecurity Policies and Services
  - Time and Attendance software (Novatime)
  - Electronic Document Management System
- HR-Portal
  - Salary Survey and Reporting Module
  - Model Document
  - Sample Document Library
  - Interview Panel
  - Human Resources Consulting Services

## ***Goals for Municipal Services***

Research, analyze and implement programs that help municipalities work together in a more efficient, cost-effective manner.

## ***2020-2021 Accomplishments and Performance***

### **Municipal Services**

- Worked with the CRCOG Municipal Services Committee to address issues and implement initiatives that help enhance local government efficiency, effectiveness, and



intergovernmental cooperation.

- Actively engaged in CRCOG stakeholder outreach and other efforts to further develop the CRCOG services available to towns on a fee basis.
- **Human Services Coordinating Council:** met on October 21, 2020 to discuss Regional Recovery Committee's Human Services Working Group update as well as received a presentation regarding case management software and opportunities.
- **Regional Election Monitoring:** CRCOG's Regional Election Monitor (REM) position is currently open. CRCOG staff has been keeping abreast of developments with the Secretary of State.
- **PSAP and Assessment Regionalization Plan:** Office of Policy Management (OPM) Secretary requested that all COGs submit an updated plan for the Regionalization of Public Safety Answering Points (PSAP) and Assessments by March 1 as well as the COG's priorities. CTCOG developed a unified report and each COG submitted individualized sections in addition to the unified report. CRCOG staff submitted the plan to OPM as requested.

### **Solid Waste Management**

- Managed Authority operations including the 2019 annual Report, FY 2020-2021 Budget, and 2020 Membership and Executive Nominations.
- Met with various stakeholders regarding Materials Innovation and Recycling Authority (MIRA)
- Participated in the Connecticut Comprehensive Materials Management Strategy (CCMMS). Surveyed members regarding needed support in compliance with state's CCMMS and liaised with DEEP regarding municipal requirements.
- Convened members regarding the future of MIRA and the future state of solid waste.
- CRCOG staff is currently developing an RFP for textile recycling with other Solid Waste related RFP's also in development.

### **Human Resources Initiative**

- Updated the CCM Municipal Salary Survey.
- Updated the Human Resources Portal to be more user friendly and improve aesthetics.
- Continued to market on-call Human Resources Consulting Services.
- Began research and development into potential shared municipal job application portal.
- Worked in partnership with several COGs to expand the Capitol Region Purchasing Council and IT Services offerings as well as consider additional potential cooperative services and contracts.
- Conducted periodic surveys and research projects on behalf of member municipalities to help increase the efficiency and effectiveness of local government operations.

### **Crumbling Foundations**

- Continued administration of the Governor's Crumbling Foundation Testing Program, providing reimbursement for core testing or visual inspections to homeowners. The program covers 50% of core testing costs up to \$2,000 and visual inspections are covered up to \$400 at 100%.
- Collected and vetted submissions to the CRCOG Qualified Vendor List. The Qualified Vendor List continues to be utilized by the Connecticut Foundations Solutions Indemnity Company as a resource in their application process.
- Reviewed over 2200 applications and approved over 2000 applications for reimbursement since November 2017.

### **CRCOG IT Services Cooperative**

- Continued to develop and expand offerings for municipal Information Technology in partnership with the Novus Insight, the CT Council of Small Towns (COST) and the Connecticut Conference of Municipalities (CCM).
- Updated the IT Services Cooperative portion of the CRCOG website to include more information about each program, future offerings, and a thorough explanation/summary of how to use the Cooperative offerings.
- **Cybersecurity**
  - Cybersecurity Task Force met 5 times during FY 2020-2021. This Task Force is in conjunction with Public Safety as part of the DEHMS Region Cybersecurity Task Force. Both Municipal Services and Public Safety staff work on this task force.
  - Continued to distribute and share Cybersecurity Model Policies for municipal access.
  - Continued to promote Cybersecurity Infrastructure Services with Novus Insights, allowing municipalities access to Cybersecurity Assessment, Remediation, Maintenance, and Staff Training Services.
- **Regional Online Permitting**
  - Continued to expand the online permitting offering (Municipality and ViewPermit / ViewPoint Cloud).
- **Electronic Document Management Service (EDMS):** This program went into program mode in 2020-2021 and CRCOG held recruitment webinars and continues to market this service.
- **Time and Attendance:** This program is now in program mode.

### **Capitol Region Purchasing Council**

- Continued to provide programmatic support to Cooperative Purchasing activities, focusing on continuous improvement of long-standing offerings. Presented to several of our COG partners, Business Administrators of Southeastern CT, and promoted our programs across the state.
- **CRPC Bids** – Administered the Capitol Region Purchasing Council (CRPC) Cooperative Purchasing Program. Annual volume-based savings generated by the Cooperative Purchasing Program were estimated at \$2.39 million in FY2020-21 for CRPC members. CRPC membership is now over 100 public entities (municipalities, boards of education and other public entities). It is important to note that the savings reflects only those quantities that were given to CRCOG prior to the bid. Many of the CRPC communities choose to piggy-back on our bids after the bids have been submitted and tabulated.
- **CRCOG Energy Programs**
  - **Natural Gas Consortium** – This program will continue its hiatus due to NYMEX market conditions. Market pricing is still much higher over the next three-year contract term versus what is available from the utilities. This program has typically managed over 5 million CCFs of natural gas worth over \$3.5 million.
  - **CRCOG Electricity Consortium** – With the help of CRCOG's consultant, CRCOG conducted a reverse auction in October of 2020 which resulted in a savings of 18.2% for participating members over the then current consortium contract. Based on the review of the consortium members, the pricing was locked in for 4 years.

- **ezIQC (EZ Indefinite Quantity Construction)**
  - This program has picked up pace after a concerted continuous improvement effort by staff. Efforts of staff have included holding an information session in the Southeast region, which included several new members of the CRPC, close monitoring of key new projects, website and informational materials improvements, and direct involvement in marketing campaigns developed by The Gordian Group.
  - As of February 25th, 2021, **seventy-three (73)** towns have issued purchase orders totaling over \$73.6 million.
  - CRCOG conducted an RFP for Indefinite Quantity Construction and Gordian Group was selected again as the most qualified vendor and contract was executed in December of 2020.
- **e-Procurement** – CRCOG continues to use its Bonfire e-procurement platform. This has been a powerful and effective bidding and tracking tool.

### **COVID-19 Activities: Regional Long Term Recovery Steering Committee (RRSC) and Other COVID-19 Support for Municipalities**

- **Establishment of the Regional Long Term Recovery Steering Committee (RRSC)**
  - At the end of FY 2020, the state requested all COGs to staff and participate in COVID-19 pandemic recovery activities, including establishing Regional Long Term Recovery Steering Committees and necessary working groups. CRCOG established this committee in June of 2020 and have continued to meet on a regular basis with the committee. The committee members include Regional stakeholders, municipal members and representatives of area businesses and universities.
  - In addition to the overall committee, in FY 2021, CRCOG established working groups: Human Services Recovery Working Group and the Small Business Recovery Working Group
  - Conducted Human Services needs survey.
  - Established and maintained a web-page for the RRSC
- **Personal Protective Equipment (PPE) Requests for Qualifications (RFQ)**
  - Due to the concern of unqualified and questionable vendors, CRCOG conducted a RFQ for PPE to determine vendors that were qualified to provide PPE.
  - CRCOG worked with a review committee consisting of stakeholders from the state and chambers of commerces to qualify vendors.
- **Phase I Recovery Planning**
  - In September of 2020, CRCOG received a grant from the Office of Policy and Management to conduct a statewide Phase I planning activity for COVID-19 recovery. The report for each region summarizes the various needs at the regional level as well as items for consideration in recovery planning.
  - The final reports were completed in February of 2021 and will become the basis for additional grant and funding seeking opportunities for the whole state.
- **EDA Grant Submission**
  - CRCOG submitted an EDA grant for Recovery Planning and has re-submitted its application as part of a statewide effort.
- Established and maintained a COVID-19 for Municipalities resource.

### ***Municipal Services Performance***

	<b>2019-2020</b>	<b>2020-2021</b>
Dollars saved through CRPC bids (annual total for CROCOG members)	\$1.87 million	\$2.39 million
Number of bids conducted by CRPC	16	14
Number of Request for Proposals or similar processes conducted	3	1
Value of ezIQC Purchase Orders (since	\$57 million	\$73 million
<b>CROCOG Program Participation</b>		
Number of ezIQC users (since program	52	73
Number of Electricity Consortium members	10	9
Number of CRPC members	117	109
Number of Regional Permitting members	<b>46</b>	<b>53</b>
Cybersecurity Program Participants	7	12





# OPPORTUNITIES

- Existing Services with Potential for Regional Expansion
- Legislative Recommendations

# Existing Services with Potential for Regional Provision

Regional opportunities may be grouped into three areas:

**Back office functions**– support services for town and city services;

**Direct services** to residents or communities such as building inspections or property tax assessment; and

**Convening** around significant regional issues to arrive at solutions such as solid waste management and regional homeland security.

## ***Back Office Functions***

Many of current back-office functions that support direct services to residents that are currently performed at the municipal level could be leveraged on a regional scale for efficiency and greater effectiveness. Past and current successful CRCOG programs include cooperative commodity bidding, CAPTAIN mobile data display systems, CT Chief document management systems for police, and Regional Online Programming. CRCOG believes the following back-office functions could be transferred to the regional council of governments:

***Finance / Enterprise Resource Planning (ERP)***: With the newly required Uniform Chart of Accounts (UCOA) for municipal government and boards of education, cooperative purchasing of Financial Management Systems or an ERP system becomes more realistic and possible to implement across various towns over the Nutmeg Network. Towns would retain control over the systems on an individual basis but would be able to take advantage of lowered costs for such a system as well as the ability to implement best practices and learn from other towns.

***Facilities and Asset Management Systems***: Cooperative purchase of Facilities and Asset Management Systems over the Nutmeg Network would enable towns to increase efficiency while reducing costs. In addition, depending on need, implementing regional facilities maintenance would enable towns to share resources and increase efficiencies.

## ***Data Services: Front Office Government Functions***

Some front-end customer facing government functions could take advantage of economies of scale at a regional scale. These include: building permitting and inspections and animal licensing and control.

### ***Council of Governments as a Convener and Facilitator***

In the past, CRCOG has been a convener and facilitator of municipalities to help solve important municipal issues that benefit from regional approaches. Past successes include creating the Central Connecticut Solid Waste Authority and convening stakeholders to develop a regional approach to homelessness. Currently CRCOG has convened communities affected by crumbling concrete foundations in the eastern half of the region. Additional areas where Councils of Governments could assist in arising issues include:

Economic Development at state, regional and city levels

Human Services (the Human Resources Council is the first step in this arena) for case management and document management

Local Risk Assessment Program: Establish areas of local policy standards and training on a regional basis

# Legislative Recommendations

## ***Leadership in Solid Waste Management***

With the anticipated closing of MIRA, including the potential inability to act as a transfer station, the statewide solid waste system will be stressed as a whole. The state is facing potentially exporting an additional half a million tons of garbage to landfills in other states. Connecticut Coalition for Sustainable Materials Management (CCSMM) begins to reduce overall solid waste in the state, but will take years to achieve and does not eliminate the need for addressing solid waste for the MIRA municipalities. MIRA municipalities reducing solid waste by 50% through CCSMM would still leave a quarter million tons of garbage.

This is an environmental as well as an economic issue. Municipalities will experience considerable financial uncertainty regarding transfer, transport and disposal of solid waste. MIRA has been a benchmark for solid waste pricing throughout the state. Along with MIRA, the remainder of the state system will be stressed and pricing will become uncertain throughout the state. Ideally an interim solution (three to five years) is necessary with the understanding that a more permanent solution will take five to ten years (if not more) to site, permit, standup and complete.

CRCOG requests leadership and guidance at a statewide level. Directly or indirectly, every municipality in the state will be affected by changes in MIRA.

## ***Expand Shared Services Offerings***

- Support expanding shared services such as:
- Technology and services based on the Nutmeg Cloud IT/software
- Reinstate the Regional Performance Incentive program
- Use COG boundaries as framework for other district services such as workforce development and human services delivery
- Receiving a fair share of national Homeland Security funds

## ***Stable Funding for Councils of Governments***

To be vibrant and effective, Councils of Government need long-term stability in funding. A direct, reliable source of funding, not dependent on either the State or municipalities, is needed.

## ***Codify Council of Government Roles***

Codify roles of COGs in water and solid waste planning in state law as well as COVID-19 Recovery.



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