

Connecticut Statewide Citizen Corps Council

Advisory Committee Minutes

January 16, 2014

Attendees: William Austin (Chairman); Joel Severance (Region2); Virginia Mason (COGCNV); Paul Gibb (LHCEO); Sue Prosi (SWRPA); Lisa King-Riley (Danbury/HVCEO); Ed Murray (DEMHS); Greg Martin (CCRPA); Norma Peterson (Fairfield CCC); Dagmar Noll (WINCOG); Mary Rose Duberek (CT DEMHS R3); Don Davis (CRCOG ESF-16); Viola Heath (CRCOG)

Chairman Austin called the meeting to order at 2:00 p.m. followed by the pledge of allegiance and introductions.

Public Comments: None

Approval of Meeting Minutes: A motion to approve the December 19, 2013 meeting minutes was made by Joel Severance seconded by Virginia Mason. All in favor so voted.

Guest: Mary Rose Duberek, DEMHS Region 3 Planner, updated the Council on her involvement and role concerning the DEMHS CERT website page.

Report on State DEMHS Coordinating Council Meeting: No report

Old Business

Correspondence: Chairman Austin read correspondence received and sent.

Informational Messages: Chairman Austin reported that Messages 1-4 had been issued so far this year.

DEMHS Report: No report.

American Legion Report: No report

Statewide Operational Update

Updates and changes were made to applicable levels.

DEMHS Website Citizen Corps Information: Dagmar Noll reported changes to the application forms and a purged updated AEL list that show CERT items have been sent to Mary Rose Duberek for update to the website.

Draft Guide on DEMHS CERT Grants: Dagmar Noll and Joel Severance will meet next Thursday.

New Business

Funding

CERT Team Funding And Funding Requests:

DEMHS Category A:

Ansonia approved for \$1,200 for a basic CERT training class of 25 people

Fairfield approved for \$1,200 for a basic CERT training class of 25 people
A motion to approve these Category A funding request was made by Virginia Mason seconded by Sue Prosi. All in favor so voted.

Foundation Category A:

Town of Warren approved for \$1,200 for a basic CERT training class of 15
A motion to approve this Category A funding requests was made by Norma Peterson seconded by Joel Severance. All in favor so voted.

Category B

Naugatuck approved for \$500 for CPR training
A motion to approve this Category B funding request was made by Dagmar Noll seconded by Joel Severance. All in favor so voted.

Category C

HVCEO approved for \$4,000
CRCOG approved for \$4,000
WINCOG approved for \$4,000
CCRPA approved for \$4,000
A motion to approve these Category C funding request was made by Greg Martin seconded by Joel Severance All in favor so voted.

Category D:

Monroe **approved** for \$500 for ID apparel
Town of Litchfield **approved** for \$500 for ID apparel
A motion to approve these Category D funding request was made by Virginia Mason seconded by Joel Severance. All in favor so voted.

Special Grants:

Special Category C:
CRCOG approved for \$4,000 for staff support to the Statewide Council
A motion to approve this special Category C funding request was made by Sue Prosi seconded by Joel Severance. All in favor so voted.

Encumbrances:

A motion was made by Joel Severance seconded by Dagmar Noll to encumber \$10,000 for the Disability team through December 31, 2014 for: instructors (at \$25 per hour – portal to portal); Printing costs for all handout materials; personal care assistant support for instructors (personal care assistant rate per hour – portal to portal); transportation costs for all members to and from the training site (disability van transport and or mileage for each personal vehicle) and any miscellaneous training related expense. This funding proposal would apply for any class taught anywhere in the state.

Tabled Request: None.

Grant Close Outs: Chairman Austin informed the Council that fiscal year 2010 completion reports should be received by DEMHS by May 31, 2014; and fiscal year 2011 completion reports should be received by DEMHS by June 30, 2014.

Voting Members: Norma Peterson made a suggestion that the Council take another look at the by-laws for a list of certified voting members. This item is to be placed on the February agenda,

Other Business:

Simple Category D Grant: Chairman Austin announced there would be a onetime grant for every CERT in the state in the amount of \$1,500 to allow: a onetime purchase of Category D grant items for small mission equipment (defined as costing less than \$150 each), individual equipment to place in backpacks, ID clothing articles and small training aids (defined as costing less than \$150 each)

- Items must be current AEL listed items
- Submit application for D grant by 20 February 2014 (this allows for 35 days to research, prepare and submit the application)
- Spend and close out completion report by March 20, 2014
- After March 20th the remaining balance of FY10 and FY11 funding will be spent on common supply items (such as backpacks).

There was much discussion concerning the Simple D grant. Chairman Austin answered questions and provided clarification where needed.

A motion to approve the Simple D grant was made by Norma Peterson seconded by Virginia Mason. All in favor so voted.

Regional Council Updates:

- Welcome to Don Davis as the new ESF-16 Chairman and Chairman of the Capitol Region Citizen Corps Council.
- Virginia Mason looks forward to Joel Severance attending future regional meetings
- WINCOG will dissolve the end of June due to regional boundaries.
- Joel Severance reported River COG increased it volunteers by 9.13 percent.
- Norma Peterson will distribute a written motion for clarification to the Category B grant.

Adjournment: The meeting was adjourned at 3:40 pm.

Next Meeting Date: February 20, 2014, West Hartford Town Hall, Mayor's office, Room 312, 3rd Floor, 50 South Main Street, West Hartford, CT 06107

Future meeting dates for 2014: March 20; April 17; May 15; **June 19 at Waterbury;** July 17; **August – No meeting; September 4 at the Conference site; October 16 at North Haven;** November 20; and December 18th