

**Connecticut Statewide Citizen Corps Council**  
**Advisory Committee Minutes**  
**October 21, 2010**

**Attendees:** Bill Austin (Chair); Joel Severance (Region 2); Dagmar Noll; (WINCOG); Garry Ruggiero (DEMHS); Dan Thurston (American Legion); Ted Janelle (Southington CERT); Art McLean (American Legion); David Laliberth (Southington CERT); Don Janelle (Manchester EM); Sylvia Dake (Town of Andover /Co Chair ESF-16); Michael Berry (New Britain); Norma Peterson (Fairfield CC/ R1 CCP Committee); Daniel Dube (East Hartford OEM/Region 3 CC); Katherine McCormack (City of Hartford); Roxann Robinson (City of Hartford); Don Davis (Ellington OEM); Pat Davis (Ellington CERT); Richard Rampone (American Legion); Sue Prosi (SWRPA); Viola Heath (CRCOG)

Chairman William Austin called the meeting to order at 2:05 p.m. followed by the pledge of allegiance and introductions.

**Public Comments:** No public Comments

**Approval of Meeting Minutes:** A motion to approve the September 15, 2010 meeting minutes was made by Joel Severance Seconded by Dagmar Noll. All in favor so voted.

**Guest Speaker:** No guest speaker

Chairman Austin announced Roxann Robinson, Intern with Katherine McCormack, City of Hartford.

Report on State DEMHS Coordinating Council Meeting: Chairman Austin gave an update of the October 14, DEMHS Coordinating Council meeting.

**Old Business:**

- Statewide Operational Update: Updates and changes were made to CERT Pending Training, In Training, CERT Trained, NET Trained, and Personnel Trained lists.
- Correspondence: Chairman Austin read correspondence received and sent.
- American Legion NET Program Update: Art McLean reported that the American Legion had no planned NET program presentations at this time.
- Statewide Citizen Corps Conference: Chairman Austin announced that the 2011 conference will be held at Waters Edge Spa and Resort, Westbrook, Connecticut September 6, and 7; the committee will look to reserve these dates.
- Category B Grant Thirty Percent Apparel Cap: There was in depth discussion regarding exactly what items fell under the thirty percent cap. Joel Severance suggested that Gary Ruggiero, DEMHS, approach our Citizen Corps contact in Washington, DC, to truly define ID apparel and equipment that fell under the thirty percent cap. There was also in depth discussion about ensuring requested and purchased items were on the approved equipment list for Citizen Corps.

**New Business**

- Statewide Citizen Corps Policy Committee: No report due to the committee not having met.
- Annual Report: Chairman Austin talked about the annual report which is due for submission on November 15, 2010. The report was reviewed at the September meeting.
- Spontaneous Unsolicited Volunteers (SUV) Course: Chairman Austin talked about SUV's and announced that the curriculum for this course was in the process of being put

together. Anyone interested in being an instructor should contact Chairman Austin for further information.

- Statewide Citizen Corps Annual Conference Budget Adjustment: Chairman Austin announced that the 2010 Statewide Citizen Corps annual conference was under budgeted by \$4,000. A motion to increase the annual conference budget by \$4,000 was made by Dan Dube, seconded by Dagmar Noll. All in favor so voted.

### **CERT Team Funding And Funding Requests:**

#### **Category A:**

- **Vernon CERT** – Approved for \$1,625 for basic CERT training for 25 people.
- **North Western Community College** – Approved for \$1,212 for 20 people.
- **Town of Colchester** – Approved for \$1,625 for 25 people.

A motion to approve the Category A requests was made by Dan Dube seconded by Norma Peterson. All in favor, so voted.

#### **Category B:**

- **East Hartford** – Approved for \$2,000 for CPR, Jackets and Vests
- **Orange CERT** – Approved for \$1,768
- **Granby CERT** – Approved for \$2,000 for NIMS training, radios and jackets
- **Vernon CERT** – Approved for \$2,000 for shirts and supplies

A motion to approve the Category B requests was made by Joel Severance seconded by Sylvia Dake. All in favor, so voted.

Category B requests for Hamden and the Town of Prospect were incomplete and will be returned.

#### **Category C:**

Housatonic Valley – Approved for \$4,000

COGCNV – Approved for \$4,000

#### **Tabled Funding Request:**

None.

### **Other Business:**

- Delayed Funding from DEMHS: Gary Ruggiero, DEMHS, reported that the delay with funding advances has been corrected and reimbursements are now being completed in a timely fashion.
- Town of Wilton: Norma Peterson reported that the town of Wilton is seeking to purchase a used sign for traffic control and asked about other possible funding sources that could assist in a purchase such as this. The group discussed CERT team mission and allowable equipment. Chairman Austin is scheduled to meet with Commissioner Boynton on this subject and will get back to Ms. Peterson after meeting with the Commissioner.
- University of New Haven: Joel Severance reported that the University of New Haven will begin a Campus CERT Class.
- Regional Team Activations: Joel Severance and Dan Dube had questions regarding regional team activations. Dan Dube stated he does not activate the Region 3 regional team. Chairman Austin will look into this and report back to the Council. Don Janelle reported that after the original copy of his CERT team activation sheet had been mailed to DEMHS, he is being asked to resend another original copy. Chairman Austin will speak to Commissioner Boynton and report back to Don Janelle.
- Regional Hebron Andover Marlborough (RHAM) High School CERT Team: Sylvia Dake reported she was approached by RHAM who would like to start a high school CERT

team. Chairman Austin stated this would be a detailed process, and asked Ms. Dake to obtain more information.

- *Train the Trainer – New Course:* Garry Ruggiero reported that Bob Christ and Bob Scata, DEMHS Trainers were in Washington attending the new Train the Trainer course. Dan Dube was also in Washington for the State Program Manager course and reported it was a very good course for someone starting or managing a team,

**Next Meeting Date: November 18, 2010 at West Hartford Town Hall, Council Chambers – Room 314**

Future Meeting dates: December 16, 2010

**PENDING TRAINING**  
**Effective 10-21-2010**

	<b>Level 1</b>		DEMHS Region	RPO
1	Cornwall	20	5	Northwestern
2	East Haven CERT	25	2	South Central
3	Enfield	16	3	Capitol
4	Groton	20	4	Southeastern
5	Hamden	25	2	South Central
6	Hartland	20	5	Litchfield Hills
7	Litchfield Hills	20	5	Litchfield Hills
8	Middletown	30	3	Capitol
9	Mohegan Sun	29	4	Southeastern
10	Montville/Salem	15	4	Southeastern
11	Naugatuck	12	5	Central Naugatuck
12	Norfolk	20	5	Litchfield Hills
13	Northwest Community College	20	5	Northwestern
14	Roxbury	20	5	Northwestern
15	Sharon	20	5	Northwestern
16	Southbury Team 2	25	5	Central Naugatuck
19	Southington	25	3	Central CT
17	Vernon	25	3	Capitol
18	Waterford	30	4	Southeastern
19	Windsor - South Windsor	50	3	Capitol
	<b>Total</b>	<b>467</b>		

**IN TRAINING**  
**Effective 10-21-2010**

	<b>Level 2</b>		DEMHS REGION	RPO
1	Bristol	18	3	Central CT
2	Colchester	25	4	Southeastern
3	East Haddam 2	25	3	Capitol
4	New Caanan	10	1	Southwest
5	Wilton	10	1	Southwest
	<b>Total</b>	<b>88</b>		

**PERSONNEL FULLY TRAINED**  
**Effective 10-21-2010**

	<b>Level 3</b>		DEMHS Region	RPO
1	Andover	14	3	Capitol
2	Avon	28	3	Capitol
3	Branford	25	3	South Central
4	1 <sup>st</sup> Connecticut Governors Foot Guard	70		
5	1 <sup>st</sup> Connecticut Governors Horse Guard	85		
6	2 <sup>nd</sup> Connecticut Foot Guard (New Haven)	32		
7	2 <sup>nd</sup> Connecticut Governors Horse Guard (Newtown)	40		
8	Bethany	16	2	S. Central
9	Bethel	21	5	Housatonic
10	Bristol 3	19	3	Central CT
11	CT SART Region 3	50	3	
12	CT SART Region 3	41	3	Capitol
13	Canterbury	13	4	Northeastern
14	Danbury	75	5	Housatonic
15	Danbury HAM	25	5	Housatonic
16	Eastern CT State University	24	4	Windham
17	East Haddam	13	3	Capitol
18	East Hartford	76	3	Capitol
19	East Haven	46	2	South Central
20	East Lyme	58	4	Southeastern
21	Ellington & Vernon	15	3	Capitol
22	Ellington	30	3	Capitol
23	Enfield	38	3	Capitol
24	ESPN	22	3	Central CT
25	Fairfield	40	1	Greater Bridgeport
26	Goshen	15	5	Litchfield Hills
27	Granby	20	3	Capitol
28	Groton	20	4	Southeastern
29	Hamden	48	2	South Central
30	Hamden	20	2	South Central
31	Hartford Police Armsmear	30	3	Capitol
32	Hartford	13	3	Capitol
33	Hartford 2	10	3	Capitol
34	Hartford 2a	30	3	Capitol
35	Harwinton	18	5	Litchfield Hills
36	Manchester	100	3	Capitol
37	Middletown	50	3	Midstate
38	Middletown Wesleyan	15	3	Midstate
39	Milford	20	2	South Central
40	Milford Westfield	20	2	South Central
41	Mohegan Sun	113	4	Southeastern
42	Montville	22	4	Southeastern
43	N.W. Community College	18	5	Central Naugatuck
44	Naugatuck	18	5	Central Naugatuck
45	New Britain	25	3	Central CT
46	New Canaan	100	1	Southwest
47	New Haven	22	2	South Central
48	New London	20	4	Southeastern
49	New Milford	10	2	South Central
50	New Milford	10	5	Housatonic
51	New Milford	15	5	Housatonic
52	Northeast COG	45	4	Southeastern
53	Orange	41	2	South Central

**PERSONNEL FULLY TRAINED**

**Effective 10-21-2010**

**Level 3 Continued**

			DEMHS Region	RPO
54	Portland	30	3	Midstate
55	Ridgefield A	30	5	Housatonic
56	Ridgefield B	15	5	Housatonic
57	Ridgefield	25	5	Housatonic
58	Ridgefield SART	15	5	Housatonic
59	Rocky Hill Veterans	24	3	Capitol
60	CT SART	14		
61	Somers	10	3	Capitol
62	Southbury	15	5	Central Naugatuck
63	Southington	99	3	Central CT
64	State Militia	74		
65	Thomaston	22	5	Litchfield Hills
66	Torrington	70	5	Litchfield Hills
67	Torrington	20	5	Litchfield Hills
68	Torrington High School	20	5	Litchfield Hills
69	Town of Prospect	11	5	Central Naugatuck
70	Town of Redding	35	5	Housatonic
71	Vernon	20	3	Capitol
72	VSEMA	33	2	
73	Waterbury 2	7	5	South Central
74	Wallingford	20	2	Southeastern
75	Waterford/East Lyme	58	4	Southeastern
76	West Haven	31	2	South Central
77	Westport	59	1	Southwest
78	WINCOG 1	13	4	Windham
79	WINCOG 2	15	4	Windham
80	WINCOG 3	19	4	Windham
81	WINCOG 4	8	4	Windham
82	WINCOG 5	13	4	Windham
83	WINCOG 6	8	4	Windham
84	WINCOG 7	17	4	Windham
85	WINCOG 8	8	4	Windham
86	WINCOG 9	12	4	Windham
87	Windsor Locks	22	3	Capitol
88	Wilton	59	1	Southwest
89	Wolcott	16	5	Central Naugatuck
90	Woodbridge	23	2	South Central
91	Woodbury	18	5	Central Naugatuck
92	West Hartford	30	3	Capitol
	<b>Total</b>	<b>2812</b>		

**CERT TRAINED**  
**Effective 10-21-2010**

	<b>Level 4</b>		DEMHS Region	RPO
1	Andover	7	3	Capitol Region
2	Bloomfield	15	3	Capitol Region
3	Berlin	1	3	Central CT
4	CRCOG - Tolland	50	3	Capitol Region
5	East Hartford	75	3	Capitol Region
6	East Hartford Housing	22	3	Capitol Region
7	Manchester	83	3	Capitol Region
8	Mohegan Sun	52	4	Southeastern
9	New Caanan	144	1	Southwest
10	Northeast	74	4	
11	Putnam	16	4	Northeastern
12	Southington	4	3	Capitol Region
13	West Hartford	4	3	Capitol Region
14	Litchfield	1	5	Litchfield Hills
	<b>Total</b>	<b>548</b>		