

DEPARTMENT OF EMERGENCY MANAGEMENT AND HOMELAND SECURITY

COORDINATING COUNCIL MEETING MINUTES

Meeting held at Chief State's Attorney's Office, Rocky Hill
July 12, 2007

ATTENDEES: Bill Austin, CRCOG; Timothy Baldwin, Southbury; Brenda Bergeron, DEMHS; Dave Brown, DEMHS; Matthew Bruns, CREPC; Pam Daniels, DEMHS; Douglas Dortenzio, Wallingford; Libby Graham, DEMHS; Len Guercia, DPH; Betsy Hard, Bloomfield; Albert Hoffman, USCG; Melanie Kerr, DEMHS; Rich Kleindienst, Yale; Jack Leonard, DEMHS; Mike Maglione, Waterbury; John Mancini, US&R; Phil Marino, New Britain; Virginia Mason, COGCNV; Thad Martin, Military; Katherine McCormack, Hartford; John Mengacci, OPM; Phil Moberg, DOT; Jim Mona, DOT; Phil Mikan, DEMHS; Jim O'Leary, COST; Roy Piper, DEMHS; Bill Podgorski, DPS; Joseph Portereiko, Hartford Hosp.; John Ricci, USAR; Dan Ronan, USCG; Wayne Sandford, DEMHS; Vito Savino, USAR; Mark Scerra, DEMHS; Dan Stebbins, USAO; Carl Stephani, CRCOG; Scott Szalkiewicz, DPH; Lee Toffey, DEMHS; Steve Walsh, POSTC; Dan Warzoha, Greenwich; Ed Wilds, DEP and James Wolfe, DEP.

I. WELCOME AND PLEDGE OF ALLEGIANCE

- A. Meeting called to order by Deputy Commissioner Sandford at 0852 hours, and Pledge of Allegiance.

II. PUBLIC COMMENTS

- A. None

III. ACCEPTANCE OF MINUTES

- A. Motion made to accept the minutes of the June meeting by Mike Maglione; second by Thad Martin; approved unanimously.

IV. COMMUNICATION RECEIVED

- A. Legislative Program Review and Investigations Committee Memo.

V. SUBCOMMITTEE REPORTS

- A. Interoperability Committee – Reported by Deputy Commissioner Sandford in the absence of Michael Varney and Bill Hackett. See attached memo from Commissioner Thomas regarding Statewide Communications Interoperability Planning. These meetings will take place around the state with local and State/Federal Agencies to ascertain the state's needs for inclusion in the PSIC grant application.
- B. Citizen Corps Advisory Council – Bill Austin reported that the final date for the Citizen Corps Annual Meeting will be October 18. See handout and meeting minutes that were passed out during the meeting for more information. Also the first Campus CERT team will be formed at Fairfield University.
- C. Credentialing Committee – No report in the absence of Mike Spera.
- D. Training/NIMS Committee – Deputy Commissioner Sandford reported that they drafted a model communications policy that is NIMS compliant and it will be sent to

the Interoperable Communications Committee for review before being presented to the Coordinating Council. An effort is being made to begin bringing the Public Works Director's to NIMS Compliance with meetings that will focus on NIMS and Debris Management being held for the shoreline communities, and then extended to the rest of the state.

- E. Incident Management Teams – Tim Baldwin reported that the next meeting will be on 7-19 at Brainard. There is a flyer in each packet with information regarding IMT classes being held. This is the pilot course for the National Fire Academy.
- F. Child Safety & Crisis Response: Deputy Commissioner Sandford reported that there will be seminar held in September to address safety and training issues.
- G. Regional Collaboration Committee – Libby Graham advised that the committee will next meet on 7-25 to review the grant application kit, the bylaws, and the funding formula. More information to follow.
- H. Medical Reserve Corps – In Mary Duley's absence Brenda Bergeron reported that the next meeting will be held on August 31, that the bylaws have been approved and that the group intends to contact the ESF 8 in each region.

Motion to accept committee reports was made by Len Guercia, second by Jim Mona, unanimously approved.

VI. UPDATES

- A. Grant Program – Libby Graham gave the following report:

The State Homeland Security Strategy (see handout) is the foundation of all the grant work and acts as a roadmap to enhance preparedness.

State Homeland Security Strategy

- Revised in March 2007
- 10 Goals, 78 Objectives

FY 2007 SHSP Grant Application

- Nine Investment Justification categories
 - Linked to Objectives within the State Strategy – 1st time that grant requests had to be specifically linked to the Strategy
- Peer Reviewers were given copies of the Strategy to compare to the grant applications

DEMHS – DPH Coordination (Objective 4.2: Further develop partnerships...to maximize and coordinate resources....)

- Established regular meeting schedule to discuss common issues
 - Ensure that State Strategy accurately reflects the intentions of DPH
- 16 Objectives within 4 Goals
 - Maximize grant resources (DHS, CDC, DPH)
 - Coordinate training and exercise initiatives
- Ensure both agencies are credited for efforts
 - Coordinate grant application and management processes
- Expand Regional concept
 - Facilitate resource typing program
- Coordinate implementation of Investment Justification #6 – Medical Preparation and Response

- FY '06 Award = \$976,741 (HSGP) + \$232,330 (MMRS) + \$250,000 (DPH) = \$1.4 million
- FY '07 Request = \$823,684 (HSGP) + \$258,145 (MMRS) + 1,200,000 (DPH) = \$2.2 million

Examples (highlights) of Implementation of Objectives:

- OBJECTIVE 2.4: Following consensus standards, equip, train and bring to operational status the municipal, regional and state HazMat teams by September 2007
 - Regional HazMat Teams equipped with HazMat Trailers and Tow Vehicles
 - HazMat Response Vehicles for 4 Regions inspected and delivered in June
 - Command trailer being bid for CRCOG
- OBJECTIVE 3.8: Develop collaborative regional planning process
 - Regular meetings of in-house task force
- Develop protocol and standardize procedures across Regions
- Share best practices
 - Periodic meetings of Regional Collaboration Subcommittee
- Provide advise for Regional funding formula and grant application process
 - DPH/EMS migrating to utilization of 5 planning regions
- OBJECTIVE 4.1: Develop and maintain a systematic process to administer and manage the distribution of funds and/or procurement of services and equipment
 - Evolution from procurement to traditional grants program
 - Employment of Fiscal Administrator to assist with accounting and Federal reporting
- OBJECTIVE 6.1: Compile a detailed inventory of critical assets within the state by June 2007
 - Municipalities polled for Critical Infrastructure and Key Assets
 - Used Homeland Security Information Network as data collection resource
 - Data being entered into and analyzed by CARVER2 risk assessment software
- Provide quantifiable system to enhance planning and resource allocation.

Len Guercia advised that DPH has realigned their regions to resemble the DEMHS planning regions to facilitate the ability to work together. This will be in effect as of January 1, 2008.

- B. CTIC – Deputy Commissioner Sandford advised that plans are in the works to relocate the CTIC from FBI Headquarters in New Haven to the Sigourney Street office.
- C. Urban Search & Rescue – Reported on by Sgt. Vito Savino.

July Component Training:

- Rescue Component-Confined Space Technician (refresher) Urban Search and Rescue Training Pile, Windsor Locks.
- All other components-Confined Space Awareness/Operational, Brainard/Hartford. Training to be conducted by the CT Fire Academy.

July Admin Training:

- ❑ Continuation of Confined Space Awareness/Operational and Technician refresher.

Upcoming Pub Ed Events:

- ❑ July 26th, CT DEMHS Picnic, Wethersfield
- ❑ September 9-11, NEACOP (Law Enforcement) Conference, Old Saybrook, CT.
- ❑ September 19th, CT-TF1 equipment presentation during CT Day at the Big E in West Springfield, MA.

Training:

- ❑ Still pursuing to host a FEMA Equivalent Search Canine Course at the CT Fire Academy. We will be meeting with CFA officials to discuss this course. If this is approved, this class will be open to other State Urban Search and Rescue Teams to attend.
- ❑ NJ-TF1 to host a FEMA Equivalent Medical Course in September. Offered CT-TF1 to participate. There is no charge for the course. We are looking into which members from the Medical Component are able to attend.

Misc.:

- ❑ Waiting to review the US&R budget for the next two fiscal years. Once this is received, we will hold a budget workshop to plan for this time period. Training budget will dictate what areas of training we will concentrate on.
- ❑ EMAC Typing- Type I and Type III US&R responses require having two Structural Specialists (Structural Engineers) respond with the team. CT-TF1 does not have any Structural Engineers assigned to the team. We have done numerous presentations to different agencies, including CT-DOT and the CT Coalition of Building Officials, in order to recruit engineers. (At this time, we have one interested party that may join the team.) Until we have two Structural Engineers join the team, we cannot respond as an EMAC resource because we do not meet the typing qualifications.

D. Legislation – Brenda Bergeron reported in the absence of Scott Devico that Public Act 07-208 regarding the School Security Competitive Grant has been passed and will be a two year grant totally 10 million dollars, five million each year. The money has been appropriated and the grant will be administered by DEMHS with an MOU with the Department of Education.

E. Other –

- 1) Deputy Commissioner Sandford introduced two new DEMHS employees Mark Scerra, EPPS and Dave Brown, State Training Officer. A third new employee, Ken Herold, Storekeeper was not present.
- 2) Jim Mona introduced a new employee, Phil Moberg, who will be representing DOT on grant reviews.

VII. OLD BUSINESS

A. None

VIII. NEW BUSINESS

- A. DEP PowerPoint presentation by Dr. Edward Wilds and Sgt. James Wolfe.
- B. DPH PowerPoint presentation by Len Guercia.

IX. INFORMATIONAL ITEMS

- A. Sail Fest 2007 – New London – July 14
- B. All-Hazard Incident Management Team Training – July 16-21
- C. TTX Pet Sheltering at UCONN, Storrs – July 18
- D. Soft Target Awareness Course, New Haven – August 7-10
- E. U.S. Coast Guard Maritime Security Exercise – September 6
- F. Evaluated Host Community Drill at UCONN, Storrs – August 18
- G. Citizen Corps Annual Meeting, Mohegan Sun – October 18

X. MEETING ADJOURNMENT

Motion made to adjourn by Len Guercia; second by Doug Dortenzio; Unanimous.
Meeting adjourned at 1002 hours by Deputy Commissioner Sandford.

XI. NEXT MEETING – August 9, 2007 at 9 am, at the Chief State’s Attorney’s Office, Rocky Hill.