

DEPARTMENT OF EMERGENCY MANAGEMENT AND HOMELAND SECURITY COORDINATING COUNCIL MEETING MINUTES

Chief State's Attorney's Office, 300 Corporate Park, Rocky Hill, CT
January 8, 2009

ATTENDEES: Martin Anderson, DAS; Bill Austin, CREPC; Brenda Bergeron, DEMHS; Michael Berry, New Britain; Peter Boynton, TSA; David Brown, DEMHS; Sandra Brown, Hart. Hosp.; Peter Carbone, DEMHS; Wayne Dailey, DMHAS; John Danaher, DPS; Kristin Dean, CRCOG; Mary Duley, DPH; Libby Graham, DEMHS; Len Guercia, DPH; Bill Hackett, DEMHS; Ed Henion, DPS; Bill Higgins, CFPC; Don Janelle, Manchester; Robert Kenny, DEMHS; Richard Kleindienst, Yale; Maryann Lexius, Manchester; Virginia Mason, COGNVC; Don Moore, Bloomfield; Jeff Morrissette, CFPC; Chris Nolan, CTIC; Jim O'Leary, COST; Bill Palomba, DPUC; Doug Pesce, DHS; Ray Philbrick, DPW; Mike Purcaro, CEMA; Rita Reiss, DEMHS; Dave Rodriguez, TSA; Dan Ronan, USCG; Gary Ruggiero, DEMHS; Jay Salvatore, ARC; Wayne Sandford, DEMHS; Vito Savino, US&R; Terry Schmure, OPM; Michael Spera, Old Saybrook; Dan Stebbins, USAO; Sean Thakker, CJIS; Lee Toffey, DEMHS; James Trainor, Meriden; Michael Varney, DOIT; Stephen Verbil, OSET; Steve Walsh, POST; Rob Ware, CTNG; Dan Warzoha, Greenwich; and Ed Wilds, DEP; with DEMHS Intern Jeffrey Whitlock.

I. WELCOME AND PLEDGE OF ALLEGIANCE

- A. Meeting called to order by Deputy Commissioner Sandford at 0904 hours followed by the Pledge of Allegiance.

II. PUBLIC COMMENTS

- A. None

III. ACCEPTANCE OF MINUTES

A motion was made to accept the minutes of the December 11, 2008 meeting by James Trainor; seconded by Jim O'Leary; approved with Jeff Morrissette abstaining.

IV. COMMUNICATION RECEIVED

- A. None

V. SUBCOMMITTEE REPORTS

- A. Interoperability Committee – Mike Varney reported that correspondence will be forthcoming to all regions regarding the PSIC Grant and spending of funds; also regarding the Emergency Communications Grant which should have significant technical assistance available. The 700 mHZ working group plans to meet with the State's specialty teams (SWAT, HAZMAT, etc) on February 5th to discuss their communication needs.
- B. Citizen Corps Advisory Council – Reported on by Bill Austin who advised that all members plan to sign up for HSIN and that the Manchester CERT was activated 4 times in an eight day period. Over 2500 persons trained and should reach 3200 by years end. Next meeting will be Jan. 15th at 2pm in the West Hartford Council Chambers.
- C. Credentialing Committee – Reported on by Don Moore. Some corrections to be made to the Credentialing draft document: ESF 4 and ESF 10 are merged and will be separated; ESF 13 decision to be made by committee; Two ESF's still to submit and info will be forwarded to the group under separate cover. Discussion on document. Questions included: Jim Mona asked why ESF 1 was not included with ESF 3 – answer is that Federal guidelines were followed and Public Works is considered a first responder; Mike Spera requested clarification on page 13 to address that CEO is in charge but EMD is not necessarily next in charge; Ed Wilds asked where radiological is housed - answer is in ESF 10

except for DEP. Discussion ensued on statutory requirements, federal credentialing, and statutory rights/responsibilities; discussion about credentialing of EMD's and training; recognition that this is credentialing at the state level and does not supersede anything at the municipal level; discussion on titling, resource typing and the 44 titles listed.

- D. Training/NIMS Committee – Dave Brown spoke regarding the attached Executive Summary.
- E. Incident Management Team – Report by Wayne Sandford. The IMT committee has submitted the draft manual to the Commissioners Office for comment and review. Tim Baldwin met with the Commissioner's, Director Hackett and Legal Counsel Brenda Bergeron this week and reviewed the manual. The results of this meeting will be addressed at the next IMT meeting on Wednesday January 14th, with the hope of submission to the Council in February. A separate document submitted to the committee for consideration this past August has been reviewed and was decided to use this additional document as a base for a policy and procedure document. We will begin the work on this at the next meeting. The equipment needs for the regional teams is currently under development, and again will be discussed at the next meeting as well. Don Moore has facilitated a meeting of all of the anticipated team leaders in February in order to open the lines of communication amongst all teams as they are developed.
- F. Child Safety & Crisis Response: Wayne Sandford reported that the subcommittee of this group met yesterday; that FEMA will be funding 10 districts for the STEP Program next year and possibly sending staff to work in CT during July-October; a security workshop for Elementary Level Schools is being planned for the beginning of April at SCSU.
- G. Regional Collaboration Committee – Libby Graham advised of a Jan. 13th meeting to discuss FY08 REPT grant deliverables. Also the FY07 custodial ownership MOU's are being received and all Emergency Response Plans are completed with the review scheduled for Jan. 28th.
- H. Medical Reserve Corps –Mary Duley reported that all meeting dates for the year are set and all meeting will be conference call capable. There will be a Unit Leader report at February's Coordinating Council meeting.
- I. Transportation Security Committee – Peter Boynton reported that they held a meeting this week and representatives from all modes of transportation, including pipeline, are presented. Bi-laws were approved and adopted at the November meeting and meetings will be held bi-monthly at CT-DOT headquarters in Newington. The January meeting included a presentation from CTIC and how to access transportation related information and a briefing by InfraGard and TSA.
- J. Public Health Advisory Committee – Len Guercia advised that the quarterly meeting will be held on Jan. 20th. A DPH/DEMHS collaboration on WebEOC is in the works to include local health, hospitals, and RRC/CMED. The next Forward Movement of Patients meeting is scheduled for Jan. 21st. Four additional trailers with shelter supplies such as wheelchairs, etc have been purchased and small generators have been installed on each of the 10 trailers around the state for lighting, etc.

Motion to accept committee reports was made by Michael Spera, seconded by Len Guercia, unanimously approved.

VI. UPDATES

- A. Grant Program – Libby Graham briefed the grants with upcoming January application deadlines. See attached grant sheet for more information. Rita Reiss gave a brief overview of Operation Stonegarden which is a law enforcement grant for customs and border control which CT is now eligible to apply for because of the Long Island Sound waterway. Rita also briefed on the State Preparedness Report due March 20th and done in an Excel format. The Grants Unit has set up meetings every two weeks to develop the updated document. Also attached is a list of the working group members for the stakeholders meetings who will determine the projects covered by the grant funding. John Danaher gave an update on the Federal Tri-State Transportation Grant and applauded the leadership from DEMHS and TSA, and the support from CT-DOT. If CT receives the allocation expected, the grant will fund 10 trooper/canine units to provide permanent security on the rail platforms for the next three years. The Governor has indicated a willingness to continue the program after the grant period ends. Commissioner

Danaher advised that we need to continue to show a united front and be active if we wish to be successful in these regional grants.

- B. CTIC – Chris Nolan reported that registration is complete and the Intelligence Liaison Officer Conference is full. Len Boyle will be the guest speaker at the conference to be held on Jan. 15th at SCSU.
- C. Urban Search & Rescue –Sgt. Vito Savino reported that training is going well and they are working on updating the table of organization. See attached report.
- D. Legislation – Wayne Sandford advised that the Governor has approved the three legislative proposals and they are being submitted. Scott Devico was at the Capitol and was unable to report.

VII. OLD BUSINESS

- A. NIMS Implementation Plan – Motion to accept the NIMS Implementation Plan by Michael Spera, second by Ed Wilds. Discussion. Plan accepted unanimously.

VIII. NEW BUSINESS

- A. Statewide Credentialing draft document 1.5.2 – Motion to accept the Statewide Credentialing draft document 1.5.2 with corrections and with the credentialing committee working out the HR218 issue to their satisfaction by Bill Austin, second by Michael Varney. Discussion and unanimously approved.

IX. INFORMATIONAL ITEMS

- A. Terrorism Conference for Intelligence Liaison Officers – January 15, 2009, Southern CT State University
- B. CCM/DPH/DEMHS Conference – May 12, 2009, location TBD.
- C. HSIN Seminar – February 28, 2009 – POST Academy
- D. February Coordinating Council Meeting will be held on the third Thursday of the month as the second Thursday (Feb. 12th) is a holiday.

X. MEETING ADJOURNMENT

Motion made to adjourn by Jeff Morrissette; seconded by Len Guercia; Unanimous. Meeting adjourned at 1024 hours by Deputy Commissioner Sandford.

XI. NEXT MEETING – Thursday, **February 19, 2009** – Chief State’s Attorney’s Office, Rocky Hill, CT

FEDERAL FISCAL YEAR 2009 DEPARTMENT OF HOMELAND SECURITY GRANT FUNDING OPPORTUNITIES

Grant	Funding for CT	Special Conditions	Application Deadline
Buffer Zone Protection Program	\$400,000	5 Pre-Defined Priorities	11/30/2008 BZP & VRPP for FFY08 due. 1/13/09 appl. due
Emergency Management Performance Grant	\$4,395,560	Construction/Renovation Allowed	12/19/2008
Severe Repetitive Loss	\$1,357,682	59 Properties on List	12/19/2008
State Preparedness Report	No Funding	Required for Several Grants	1/4/2009
Interoperable Emergency Communications Grant Program	\$477,707	Interop Planning 1 st , Equipment 2 nd , 25% match required	1/13/2009
Inner City Bus Grant	Open competition for \$11,658,000	Inner City Bus Systems Tier I is 250 Buses / Tier II All Others including CT	1/13/2009
Port Security Grant Program	\$4,311,000	Long Island Sound	1/13/2009
Transit Security Grant Program	Regional Competition for \$153,256,664	Tri-State Region	1/13/2009
Trucking Security Grant Program	Open Competition for \$7,772,000		1/13/2009
Homeland Security Grant Program	\$9,861,000,+/- 10%	25% for Law Enforcement (HS & UASI), 25% for Planning, Training, and Exercise (across HS, UASI, MMRS & CCP)	3/20/2009
UASI-Bridgeport	\$2,807,300 +/- 10%	25% for Law Enforcement (HS & UASI), 25% for Planning, Training, and Exercise (across HS, UASI, MMRS & CCP)	3/20/2009
UASI-Hartford	\$2,747,000 +/- 10%	25% for Law Enforcement (HS & UASI), 25% for Planning, Training, and Exercise (across US, UASI, MMRS & CCP)	3/20/2009
UASI Non-Profit Security Grant Program	Open Competition for \$15,000,000	\$75,000 cap per non-profit, 25% match required	1/13/2009 appl from non-profits to UASI/SAA for prioritization. 3/20/09 final apps due.
MMRS	\$321,221	25% for Planning, Training, and Exercise	3/20/2009
Citizen Corps Program	\$209,367	25% for Planning, Training, and Exercise	3/20/2009
Operation Stonegarden	Open Competition for \$60,000,000	Any state with an international border (including water)	1/13/09 Operations Order due. 3/20/2009 final apps due.
Regional Catastrophic Planning Grant	\$7,234,000	NY/NJ/CT region	3/20/2009
Homeland Security Grant Program – Tribal	Open Competition for \$1,660,000	Native American Tribes Only	3/20/2009
CCP National Emergency Technical Grant – No Information Yet			
Commercial Equipment Direct Assistance Program – No Information Yet			
Competitive Training Grants Program – No Information Yet			
EOC Grant Program – Info to be released later this year	Open Competition for \$12,357,500.	Limits \$1M for construction, \$250K for renovation. EOCs can submit only 1 project. 75/25 fed/match.	IJs to SAA by 2/6/09. Appl. due 2/27/09
Real ID – Info to be released later this year			

Department of Emergency Management & Homeland Security
Homeland Security Grant Program
Stakeholder Working Group

Leonard Guercia
Department of Public Health

Capt. Dennell Johnson
Military Department

Cheryl Assis
*Capitol Region Council of
Governments*

Michael Varney
*Department of Information
Technology*

Chief Denis McCarthy
Norwalk Fire Department

Ray Philbrick
Department of Public Works

Chief Michael Maglione
Waterbury Fire Department

Robert Labanara
*Connecticut Council of
Municipalities*

Chief Murray Pendleton
Waterford Police Department

Sandra Brown
Hartford Hospital

Chief William Austin
West Hartford Fire Department

Lt. George Battle
Department of Public Safety

Dr. Edward Wilds
*Department of Environmental
Protection*

Thomas Flaherty
*Police Officer Standards & Training
Council*

Dr. Marian Evans
City of Bridgeport Health Department

Virginia Mason
*Council of Governments of
Central Naugatuck Valley*

James Mona
Department of Transportation

Wayne Dailey
*Department of Mental Health &
Addition Services*

Jeffrey Morrissette
Connecticut Fire Academy

Wayne Kasacek
Department of Agriculture

Lisa Skelly
Federal Bureau of Investigations

Chief Matthew Reimondo
East Hampton Police Department

David Gofstein
Bloomfield Public Works

Michael Spera
*Old Saybrook Emergency
Management Director*

CT URBAN SEARCH & RESCUE (CT-TF1)

October Events:

- December 3, 5, and 6, 2008 - The Team trained in Low Angle Rope rescue at Wadsworth Falls State Park in Middletown.
- December 3, 2008 Command Staff meeting was held at 0900 hours here at Brainard. The Schedule for Command Staff will be as follows for 2009. 1/7/09, 3/4/09, 4/1/09, 6/3/09, 9/2/09, 11/4/09, and 12/2/09.

- January - Yearly OSHA in-service requirements and fit Testing of all members.
- Thanks to Director Hackett, Brenda Bergeron ESQ., and the MOU Committee, the MOU between DEMHS and Team members has been completed. This MOU is in place to accommodate members from the Municipal, private and self employed sectors who wish to join the team.

FEMA Equivalent USAR Training:

- ❑ **February** – Equipment and Pile Preparation for all members. Tentative Safety Officer and Task Force Leader Course scheduled at the CFA
- ❑ **March** – Equipment and Pile Preparation for all members. Tentative Planning and Info Tech Course scheduled at the CFA
- ❑ **April** – Structural Collapse Technician Course at the CFA
- ❑ Operating Engineers Local 478 will be holding a Forklift class for approximately 12 USAR members in February.

Advisory Board: - Next meeting, Date and location to be determined.

Equipment:

- ❑ The trucks are loaded and ready to roll out the door. They are about 99% stocked. Local 478 Operating Engineers is approximately 75% complete with the building of a steel racks for our lumber truck.
- ❑ We are looking to take delivery on 4 more Roll-Off compatible container used for Lumber and Western Shelters in our Base of Operations.
- ❑ PPE Stockpile is still being deliver and being stored at Brainard.
- ❑ Team Physical through Concentra Medical Centers began on March 5, 2008. 59 team members have completed their physicals in the first round.
- ❑ See Deployment Numbers Listed Below.

**To activate CT-TF1 to assist at your incident scene, call:
DEMHS at 860-566-3180
860-708-0821– Pager 24/7**

CT Public Safety Message Center at 1-800-842-0200

Future Items:

- ✓ The following budgeted positions on the Task Force are still vacant which is currently being worked on by Administration to make these part-time positions: DAS did tour the Brainard Facility to get a first hand look at where these positions will be utilized.
 - 5 – Part-time positions to assist in the daily operation at Brainard regarding the Task Force.

MOU between DEMHS and DOT is being worked on for use of the pile at Bradley.



STATE OF CONNECTICUT

DEPARTMENT OF EMERGENCY MANAGEMENT AND HOMELAND SECURITY



Training and NIMS Implementation Committee NIMS Implementation Plan

Executive Summary

In response to Homeland Security Presidential Directive 5 (HSPD-5), *Management of Domestic Incidents*, the President directed the Secretary of the Department of Homeland Security to develop, submit for review to the Homeland Security Council, and administer a National Incident Management System (NIMS). This system will provide a consistent nationwide approach for Federal, State, political subdivision, and tribal governments to work effectively and efficiently together to prepare for, prevent, respond to, and recover from domestic incidents, regardless of cause, size, or complexity.

The Department of Emergency Management and Homeland Security (DEMHS) Coordinating Council created the Training and NIMS Implementation Sub-Committee to ensure that the State of Connecticut is aligned with the current federal guidance and to provide support to our local, state, tribal, private sector, and non-governmental response partners. The membership of this multi-disciplinary and multi-jurisdictional group consists of traditional first responders, local and state government, private and non-profit agencies that have worked together to develop sensible and adaptable Implementation Guidance for the State of Connecticut.

Implementation

- Since the NIMS Implementation plan was adopted in 2005, great strides have been made in the implementation of NIMS for Connecticut's 1st responders.
- Mutual Aid Agreements were established in October 2007 when the mutual aid opt-out legislation became law.
- Resource Typing and Management was implemented in 2007 using the NIMSCAST database and it remains in place to this date.
- Higher levels of ICS training have begun and most agencies are well into the advanced level ICS programs.
- The Training and NIMS Committee has recommended that the initial ICS/NIMS training (i.e. NIMS 700, ICS 100, 200 and IS 800) be performed via an on-line learning management system. These programs can still be made available through a request to the DEMHS Training Supervisor.
- The advanced level ICS classes, ICS 300 and ICS 400 direct delivery program will remain the focus of the training for the advanced level programs.
- The FEMA NIMS Incident Management System Integration Division has given each state some flexibility to determine the feasibility of an agency building a complex ICS structure that will run over multiple operational periods. The Training and NIMS Committee discussed this and has made the determination that a community with a population of over 50,000 residents would have the resources to support an incident of lasting more than one operational period. This is reflected in the training matrix – ICS 400 training for key management personnel is optional for towns with populations of less than 50,000. This is in compliance with the national guidance and the authority given to the states. This ICS 400 requirement will not be changed for Incident Management Teams and personnel wanting to deploy on a federal EMAC request.
- The NIMSCAST reporting tool is still in a developmental stage within DHS/FEMA. The guidance provided to the States is that the recipient of federal grant funds (DEMHS) must be NIMSCAST Compliant. For sub-grantees (municipalities) NIMSCAST compliance is not required to be eligible to receive DHS grant award funding. The guidance for other federal grant programs (i.e. fire grants, etc.), states that

- departments may use NIMSCAST to confirm their NIMS compliance and that if they do not have the required information entered and uploaded by the state, they may not qualify for the grant program.

Training Matrix

- The Training Matrix was designed to give quick guidance to the requirements for each position within the public, private, and non-profit sectors.
- While it would be impossible to include every title in every agency, the matrix provides guidance regarding the required training. The DEMHS Training Supervisor serves as the State of Connecticut's NIMS point of contact and can assist in clearing up any questions concerning training requirements per position.
- The matrix lists requirements with completion dates. If training is required for 2010, it must be completed as soon as possible with an absolute deadline for completion of December 31st of the year due.
- If there are additional titles that should be included, please contact the committee chair for consideration.

NIMS/ICS into Current State Sponsored Curriculum

- The goal of the committee was to review the agencies currently delivering first responder training within the State of Connecticut.
- Four agencies have been identified as the primary educators of Connecticut's first responders: The Police Officer Standards and Training Council, CT State Police Academy, CT Fire Academy and CT Department of Public Health.
- The CT Department of Public Health is working to include NIMS/ICS training in its initial and recertification training programs.

Moving Forward State and National Level

- The development of one NIMS/ICS multi-discipline training package was released in September 2008. This clears the confusion that there is different training for different disciplines.
- The All Hazards Incident Management Team and the Credentialing committees tie in closely with all of the current and future NIMS/ICS training requirements.
- There is a push at the national level to train "smarter." FEMA's consortium partners are looking to create alternative to direct delivery classes for advanced ICS programs. Possible alternatives under consideration include distance, blended and web-based learning.

NIMS/ICS: It's Not Over

Being "NIMS Compliant" today does not mean that there will not be other requirements that will be released in future weeks, months, or years. FEMA and the IMSID are continually updating programs and requirements. Among this committee's challenges were consistent changes from the federal government, changes that continue on a monthly basis. These changes will be incorporated into the Implementation Plan and will be posted online and included in the Record of Changes page of this plan.