

DEPARTMENT OF EMERGENCY MANAGEMENT AND HOMELAND SECURITY COORDINATING COUNCIL MEETING MINUTES

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

March 12, 2009

ATTENDEES: Bill Austin, CREPC; Brenda Bergeron, DEMHS; Peter Boynton, TSA; Sandra Brown, Hart. Hosp.; Mario Bruno, ARC; Carmine Centrella, CRCOG; Charles Colley, DHS; David Cooley, DPH; Wayne Dailey, DMHAS; John Danaher, DPS; Pam Daniels, DEMHS; Mary Duley, DPH; Tom Gavaghan, DEMHS; Doug Glowacki, DEMHS; Libby Graham, DEMHS; Len Guercia, DPH; John Gustafson, DEMHS; Bill Hackett, DEMHS; Ed Henion, DPS; Al Hoffman, USCG; Don Janelle, Manchester; Richard Kleindienst, Yale; Maryann Lexius, Manchester; Stephen Livingston, DOT; Mike Maglione, Waterbury; Virginia Mason, COGNVC; Jim McDonald, ABS Consulting; Don Moore, Bloomfield; Jeff Morrissette, CFPC; Devon Murphy, DHS; Todd Nichols, DHS; Jim O'Leary, COST; Vincent O'Neill, CTNG; Bill Palomba, DPUC; Doug Pesce, DHS; Roy Piper, DEMHS; Mike Purcaro, CEMA; Dan Ronan, USCG; Jay Salvatore, ARC; Vito Savino, US&R; John Shaw, MMRS; Michael Spera, Old Saybrook; Gary Stango, Hartford; Dan Stebbins, USAO; James Thomas, DEMHS; Lee Toffey, DEMHS; Michael Varney, DOIT; Stephen Verbil, DPS; Rob Ware, CTNG and Dan Warzoha, Greenwich.

I. WELCOME AND PLEDGE OF ALLEGIANCE

A. Meeting called to order by Commissioner Thomas at 0903 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 February 19, 2009 meeting by Gary Stango; seconded by Michael Spera; unanimously approved.

IV. COMMUNICATION RECEIVED

A. None

V. SUBCOMMITTEE REPORTS

- A. Interoperability Committee – Mike Varney advised that the group is now authorized to draw down funds which must be used by the October 2010 deadline. Also that the STOC's boxes continue to be deployed. The group is participating in monthly Conference Calls with our adjacent states to coordinate interoperable activities. See attached.
- B. Citizen Corps Advisory Council – Reported on by Bill Austin who advised that the group is beginning to prepare the Annual Conference. This will be a two day event and they hope to get Governor Rell as the keynote speaker on day one. Citizen Corps sees some possibilities of working with the Private Sector committee and spoke about an upcoming relationship with Mohegan Sun for training. The next meeting date has been changed to March 26th at 2pm in the West Hartford Council Chambers.
- C. Credentialing Committee – Don Moore presented the final document in phase one. Discussion ensued on two recommended changes. Motion to approve with changes by Mike Spera, seconded by Mike Varney, unanimously approved. Document to be distributed to group once changes have been made.
- D. Training/NIMS Committee – Jeff Morrissette advised that they have not had a meeting since the last Coordinating Council so there is no report.
- E. Incident Management Team – Report by Gary Stango. See attached meeting minutes from March. Conflicting schedules have led to two meeting cancellations. The group is to meet on March 25th and hopes

to have the manual ready for the April Coordinating Council meeting. Don Moore advised that the hope to have all five regional teams meet face to face to determine equipment needs. They plan to hold a week long training at the Fire Academy that will be position specific.

- F. Child Safety & Crisis Response: Commissioner Thomas spoke briefly regarding the STEP program that will be offered to Grade 4 students in the State again this year. DEMHS is working with FEMA and determining monies available to determine the number of students able to participate this year. The commissioner advised that the K-12 Seminar planned for April was cancelled due to the state budget crisis but that the DPH/REP Unit training for day care centers in the EPZ towns was proceeding as planned. The next meeting is scheduled for April 28th.
- G. Regional Collaboration Committee – Libby Graham reported that DEMHS has completed the in-house review of the Regional Emergency Plans and returned comments in writing. The next step is to synchronize how DEMHS and the Regions work regarding issues like the activation of the Regional Offices, etc. Group consensus was that the plans should be called the Regional Emergency Support Plan (RESP). Also discussed was the need for an in-house DEMHS task force to obtain better data on sheltering. The next meeting will be May 5th.
- H. Medical Reserve Corps – Mary Duley advised of the death of MRC member Elizabeth Durante, a junior at Connecticut College on her way to a medical mission in Uganda, who was killed in a traffic accident on I-395 on March 7th. Condolences have been sent to the family from both CT and the Regional Office. The next meeting is scheduled for March 29th and the National meeting will take place April 4-8th in Dallas, TX. There will be a National Exercise again this year and hopefully people from CT will again be chosen to attend.
- I. Transportation Security Committee – Peter Boynton reported that all modes of transportation were present at yesterday’s meeting to include Highway, Rail, Pipeline, Air, etc as well as State agency/Federal representation from DEP, DPH, DPS, MTA, DHS, Coast Guard, and DEMHS. The group was briefed by Iroquois Pipeline on how they operate, and had a NESPIN presentation on a new do-it-yourself Critical Infrastructure tool for vulnerability assessments that may be useful for smaller companies. A Voluntary Corps Security review for trucking companies and HazMat carriers will look at 30-50 companies from each state to determine baselines. Doug Pesce gave a presentation on the PSA Program and the Coast Guard reviewed the Port Risk and Mitigation Plan.
- J. Public Health Advisory Committee – Len Guercia advised that there would be ESF training March 24 & 25th; A Region 2 POD Exercise on May 19th; and the 6th Annual Joint Training with the FBI and DPS on April 6th. More information can be found on the DPH website.
- K. Private Sector Committee – Sandra Brown and Mario Bruno will co-chair this new subcommittee. Sandra spoke of the HSIN workshop and how it can be beneficial to the group. The group will attempt to get subject matter experts from all 19 sectors to participate. Discussion on the link between the Private Sector and Critical Infrastructure ensued. Mario advised that the group will help fill some gaps in emergency preparedness and better coordinate response in an event. Joe Kuzma of the Red Cross spoke briefly about the *Red Cross Ready Workplace Program*.

Motion to accept committee reports was made by Gary Stango, seconded by Bill Austin, unanimously approved.

VI. UPDATES

- A. Grant Program – Libby Graham presented the FY09 Homeland Security Grant Application and facts sheets. PowerPoint presentation to be sent with minutes. Discussion and questions ensued. Motion to endorse by Len Guercia, seconded simultaneously by Bill Austin and Jim O’Leary, approved with abstentions by Dan Ronan, Dan Stebbins, and Peter Boynton. The application will be submitted by March 20, 2009, the Peer Review will be in May 2009 and the Final Approval is expected some time during the Summer of 2009.
- B. CTIC – Commissioner Thomas reported that Rafael Segarra will be replaced by Detective Bill Burke of the West Haven PD. Also that the group received presentation by NESPIN and E Guardian. The two programs

will be evaluated by a subcommittee on April 17th and a decision will be made on which system best suits CT. Next meeting will be May 8th.

- C. Urban Search & Rescue – Vito Savino advised that there will be an increase of in-house training due to the postponement of some training because of the budget crisis. See attached monthly report.
- D. Legislation – Commissioner Thomas advised that the bills are in process and thanked CEMA, DPS and our other partners for their support.
- E. Other: None

VII. OLD BUSINESS

- A. None.

VIII. NEW BUSINESS

- A. Presentation by Jim McDonald of ABS Consulting on the Port Risk Management Project.
- B. Presentation by Mitchell Erickson of DHS, Science and Technology Directorate.

IX. INFORMATIONAL ITEMS

- A. GIS Train the Trainer March 10 - 11, 2009 – State Emergency Operations Center
- B. Incident Management Training - March 17-19, 2009 - State Emergency Operations Center
- C. Public/Private Sector Security Conference - March 24 - 25, 2009 - SCSU
- D. ACAMS Training - March 30 - April 1, 2009 - Brainard and EOC
- E. Millstone Security Tabletop - April 8, 2009 - Waterford
- F. REP Millstone Security Exercise Rehearsal - April 9, 2009 - State Emergency Ops Center
- G. Middletown Shelter Full Scale Exercise - April 17 - 18, 2009
- H. UCONN DHS/FEMA Collaborative Leadership Training – April 20, 2009 – Middletown
- I. CCM/DPH/DEMHS Conference – May 12, 2009 – Cromwell
- J. REP Millstone Security Exercise - May 13, 2009 - State Emergency Ops Center
- K. NE Spring Mitigation - May 20 - 22, 2009 - Newport, RI
- L. NESEC Board of Directors Mtg. - May 21, 2009 - Sheraton Bradley
- M. EMD Conference - June 2, 2009 -SCSU
- N. Debris Management Exercise - July, 2009 – State Emergency Operations Center
- O. Blue Mass – May 17, 2009, 11 am – St. Joseph’s Cathedral, Hartford
- P. Comments: Mike Spera thanked the DEMHS staff for continuing to give 150% even with the budget difficulties and the Legislative idea to eliminate the agency.

X. MEETING ADJOURNMENT

Motion made to adjourn by Gary Stango; seconded by Dan Stebbins; Unanimous. Meeting adjourned at 1107 hours by Commissioner Thomas.

XI. NEXT MEETING – Thursday, **April 9, 2009** – Chief State’s Attorney’s Office, Rocky Hill, CT

CT URBAN SEARCH & RESCUE (CT-TF1)

March 12, 2009

From Sgt. Vito F. Savino

Subj.: DEMHS Coordinating Council Meeting

Events:

- Command Staff meeting was held on February 4, 2009 at 0900 hours at Brainard. Discussions were held on the economy relative to equipment and training.
- Additional Command Staff meeting will be as follows for 2009, 3/6/09, 4/1/09, 6/3/09, 9/2/09, 11/4/09, and 12/2/09.
- **February Training** - Mandatory Team Training included our Yearly OSHA in-service, New Photo ID's and fit Testing of all members.
- **March Training** – Equipment and Pile Preparation for all members.

FEMA Equivalent USAR Training for 2009: Date to be determined

- ❑ Safety Officer Course taught by the CFA.
- ❑ Task Force Leader Course taught by the CFA.
- ❑ Planning taught by the CFA.
- ❑ Info Tech Course taught by the CFA.
- ❑ Structural Collapse Technician Course taught by the CFA.
- ❑ Operating Engineers Local 478 will be holding a Forklift class for approximately 12 USAR members in April.

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 95% complete with the building of a steel racks for our lumber truck.
- ❑ Delivery on 4 more Roll-Off compatible container used for Lumber and Western Shelters in our Base of Operations should arrive in March.
- ❑ Team Physical through Concentra Medical Centers began on March 5, 2008. 59 team members have completed their physicals in the first round.
- ❑ MOU's between DEMHS and Team Member handed out to be signed by July 1, 2009.
- ❑ See Deployment Numbers Listed Below.

**To activate CT-TF1 to assist at your incident scene, call:
DEMHS at 860-566-3180 or 860-708-0821– Pager 24/7
or
CT Public Safety Message Center at 1-800-842-0200**

Future Items:

- ✓ Five budgeted part time positions on the Task Force are still vacant.
The part time positions will 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.
- ✓ Recruitment Drive and informational meeting for new members to occur tentatively in June.

**DEPARTMENT OF EMERGENCY
MANAGEMENT & HOMELAND SECURITY
Incident Management Team Committee**

**MEETING MINUTES
March 11, 2009 1300 hours- 1515 hours
Brainard Airport 269 Maxim Road, Hartford Ct.**

In attendance: Timothy Baldwin- Co-Chair, Nick Delia, Ed Richards, Mike Kronick, Don Janelle, Marcie Kohn

Previous meeting minutes: Minutes were noted to need to be amended- Ed Richards was omitted as an attendee. Motion m/s/a (Don Janelle/Ed Richards) to approve the minutes as amended

Manual Development: The meeting to review the DEMHS legal review was cancelled twice due to competing priorities. The meeting is scheduled to be Monday, March 16, 2009 at the DEMHS office. Tim Baldwin and Gary Stango are scheduled to attend. A report to the committee will be disseminated after the meeting.

Report on Training Initiatives: Nick Delia reported that their Region most likely will be hosting two Position task Book Trainings- hopeful to have the Logistic and Incident Command Section Chief training, to be completed this spring. Additionally, as provided by a FIRE ACT Grant, they will host a Planning and an Operations Section Chief training as well this fall.

It was reported that Region 1 has set monies aside for IMT training as well

Policy/Procedure Manual: Substantial review was completed. At 15:10 hours there was one section left, but it was decided to table the rest of the review until the next meeting. Tim Baldwin to make the changes and to distribute them electronically for the next meeting.

Next Meeting: The desire is to submit the manual to the Coordinating Council at their April meeting, in this spirit the next meeting has been scheduled for March 25, 1300 hours at Brainard

TO: Commissioner James M. Thomas
FROM: Director Michael D. Varney
RE: **Interoperable Communications Sub-Committee Report**
DATE: March 12, 2009

Significant Points of update:

The regular monthly meeting of the public Safety State Interoperable Communications Executive Committee was held on February 17th at the DOT Research Lab in Rocky Hill. Regular business was conducted. Additional details and minutes are available at www.ct.gov/demhs.

Public Safety Interoperable Communications Grant Program

- The Department of Public Safety has been issued a sub-grant to accomplish Investment Justification 1 the installation of an APCO Phase II- P25 standard compliant switch for integration of 700 MHz.
- Work is proceeding to establish the specifications for the six mobile communications vehicles to be procured and deployed as part of Investment Justification 2. In addition the development of the equipment list for the Strategic Technical Reserve is moving forward.
- Monies from Investment Justification 3 have been programmed to provide sustainment of the ICALL/ITAC System, STOCS and other equipment for FFY 2008, and 2009.

State Tactical On Scene Communications System

- To date 30 STOCS Units have been deployed to our first responders, training is pending for 11 agencies. The remainder of deploying allocated units are pending custodial MOA's. Batteries in the 60 boxes, currently in storage, are being replaced in the next several weeks, followed by retrofitting deployed boxes shortly thereafter.

Other Items:

- Thursday February 26th Region 5 held a Tactical Interoperable Communications Plan workshop to kick off their regions efforts. This program was put on by an agreement with DHS' Interoperable Communications Technical assistance Program. On Friday February 27th the same type of workshop was held for Region 4.
- IECGP Grant Program packages have been sent to each Region REPT to seek a municipality, RPA or COG, to administer this important planning grant for each region are beginning to be received. The grants amount to \$87,000 per region, and are intended to support communications planning, governance and training.
- The Emergency Telecommunications Managers have been having monthly conference calls with their counterparts in the adjacent and New England States to develop common ground for interstate interoperability initiatives.

Next Regular meeting is scheduled for March 17th at the Department of Transportation in Rocky Hill.