

**Connecticut Statewide Citizen Corps Council  
Advisory Committee Minutes  
January 25, 2007**

**Attendees:** Bill Austin (Chair); Virginia Mason (COGCNV); Dagmar Noll (WINCOG); Roy Piper (DEMHS Region 5); Don Janelle (CRCOG); Arthur McLean (American Legion Dept. CT); Tom Vannini (Litchfield Hills); Mary Rose Duberek (DEMHS Region 2); Pramod Pandey (CCRPA); Norma Peterson (Fairfield); Jim O'Leary (Town of Goshen); Sharon Mazzochi (DEMHS); Mary Duley (DPH); Roy Piper (DEMHS Region 5); Ed Urbansky (East Hartford Fire/OEM); Katherine McCormack (CR-MRC); Kitty Hillson (Northwestern – AHEC); Dan Thurston (American Legion); David Hannon Housatonic EMG – Council); Jennifer Frenette (Region 1 MRC); Cheryl Assis (CRCOG); Viola Heath (CRCOG)

The meeting was called to order by Chairman Bill Austin at 2:00 p.m. and was followed by introductions of all present.

**Approval of Meeting Minutes:** A motion to approve the December 14, 2006 meeting minutes by Virginia Mason seconded by Norma Peterson. All in favor so voted.

- Chief Austin explained the various handouts.
- Arthur McLean explained the difference between the American Legion and Sons of the American Legion.
- Chief Austin highlighted points and topics in the Citizen Corps Newsletter.

Report on State DEMHS Coordinating Council meeting: Chief Austin directed the group to the handout of the January 11, 2007 DEMHS Coordinating Council meeting minutes.

**Old Business:**

- Statewide Operational Update: Updates and changes were made to the CERT Pending Training, In Training, and Personnel Trained lists.

CERT Team Activation And Emergency Activation Procedure:

- To activate a CERT team in an emergency, call the DEMHS Region EMD, and then record the emergency activation in writing within 24 hours of the activation accompanied by a list of the CERT team(s) members. This shall then be followed up with a roster of actual CERT team(s) members actually present during the emergency.
- For Planned training and exercise complete the required paperwork and obtain the necessary signatures prior to the planned training or exercise.

**New Business**

Youth Health Service Corps High School Curriculum: Kitty Hillson, from Northwestern - AHEC spoke to the group about Youth Health Service Corps and incorporation into Citizen Corps.

Jennifer Frenette, Region 1 MRC expressed how critical it is for all MRC's to stay in contact with their Local Council of Government.

Train The Trainer: A class will take place March 17 and 24 at Brainard Road. CERT training is a required prerequisite.

Draft Citizen Corps State Legislation Proposed Bill No 6703: Chief Austin reviewed this bill and Norma Peterson addressed the group with suggested changes. A motion was made seconded by Virginia Mason for Chief Austin to proceed with Proposed Bill No. 6703, with the suggested changes from Norma Peterson. All in favor so voted.

Grant Application Guidelines – Draft Document: Chief Austin explained the various categories to the group.

- Category A: We have been doing all along – training at \$65.00 per student up to \$125 per person or let the State issue the CERT backpack and \$65 per person. (depending on the mission of the CERT team).
- Category B: For everyone who falls under Citizen Corps. \$1,000 maximum every 6 months. Total money cap is \$40,000.

- Category C: For administering agency to administer CERT Program. Performance based. 11 Regional Councils and 7 Local Council can request \$2,500 every 6 months. A motion to approve the Draft Grant Application guidelines was made by Virginia Mason seconded by Tom Vannini. All in favor so voted.

Statewide Citizen Corps Annual Conference: The Statewide Citizen Corps Conference will be held October 29, 2007.

CERT Team Funding And Funding Requests:

- Town of New Milford request being returned due to not meeting Category C guidelines.
- Litchfield Hills – Approved for credentialing - \$2,500. Motion made by Pramod Pandey seconded by David Hannon. All in favor so voted.
- Central Naugatuck Valley – Approved for overseeing Citizen Corps activities - \$2,500. Motion made by Jim O’Leary seconded by Tom Vannini. All in favor so voted.
  
- Hartford – Approved for 14 people @ \$65.00 per person. Total \$910.00
- Waterford – Approved for 20 people @ 65.00 per person. Total \$1,300
- Woodbury – Approved for 14 people @ 65.00 per person. Total \$910.00
- Uncasville – Approved for 20 people @ 65.00 per person. Total \$1,300
- Milford – Approved for 27 people @ 65.00 per person. Total 1,755

A motion was made by Tom Vannini to approve all category A funding requests with corrections seconded by Sharon Mazzochi. All in favor so voted. **Correction – No one to exceed \$65.00 per person.**

**Other Business:**

Danbury Citizen Corps Council: Paul Estafan, David Hannon, and Robert Tomlinson are representatives for Danbury.

**Next Meeting Date:** The next meeting will be at West Hartford Town Hall, Council Chambers 2:00 p.m. Thursday, February 22, 2007.

## PENDING TRAINING

Effective 01-25-2007

### Level 1

1.	Northwest Community College	15
2.	Waterford	20
3.	Town of Ridgefield	25
4.	Enfield	20
5.	Southbury Team 2	10
6.	Woodbury Team 2 (High School)	5
7.	Woodbury Team 3 (Public)	14
8.	Waterbury	85
9.	Torrington	20
10.	Windsor – South Windsor	50
11.	Hartford	14
12.	New London	20
13.	Sharon	20
14.	Norfolk	20
15.	Hartland	20
16.	Plymouth	20
17.	Fairfield	20
18.	VSEMA	25
19.	West Hartford	17
20.	CRIS	20
21.	City of Groton	20
22.	Mohegan Sun	400
23.	Roxbury	20
24.	Cornwall	20
25.	Torrington High School	20
26.	Milford	27
27.	Bristol 3	16
28.	Uncasville	20
29.	New Haven	25
30.	Branford	25
31.	Wallingford	20
	<b>TOTAL</b>	<b>1073</b>

## IN TRAINING

Effective 01-25-2007

### Level 2

1.	Bridgeport	50
2.	Washington	15
3.	Portland	30
4.	Hunters Ambulance	25
5.	East Lyme	18
6.	New Milford	20
7.	Waterbury	15
8.	West Haven	50
9.	Orange	21
10.	WINCOG 2	15
11.	SART	20
12.	Mohegan Sun	20
13.	2 <sup>nd</sup> Connecticut Governors Horse Guard (Newtown)	50
14.	Andover	10
15.	Town of Redding	35
	<b>Total</b>	<b>394</b>

**PERSONNEL FULLY TRAINED**  
**Effective 01-25-2007**  
**Level 3**

1.	Manchester	73
2.	New Britain	25
3.	East Hartford	56
4.	Enfield	25
5.	Farmington /Avon	22
6.	Torrington	70
7.	Harwinton	18
8.	Goshen	18
9.	East Haven	30
10.	Thomaston	22
11.	Wolcott	16
12.	Southbury	15
13.	Woodbury	18
14.	Naugatuck	18
15.	Hamden	48
16.	Danbury	75
17.	Darien	13
18.	New Canaan	174
19.	Wilton	46
20.	Westport	43
21.	Chaplin	15
21.	Mansfield	15
22.	Willimantic - Department of Mental Retardation	15
23.	Bristol	28
24.	Willimantic	7
25.	1 <sup>st</sup> Connecticut Governors Foot Guard	70
26.	New Milford	10
27.	ESPN	22
28.	Waterford	25
29.	Mohegan Sun	100
30.	1 <sup>st</sup> Connecticut Governors Horse Guard	85
31.	Rocky Hill Veterans	24
32.	Bristol	14
33.	Putnam	16
34.	SCCOG	45
35.	Hamden	20
36.	Orange	20
37.	East Hartford Housing	23
38.	Willimantic	15
39.	East Lyme	18
40.	2 <sup>nd</sup> Connecticut Foot Guard (New Haven)	32
41.	Woodbridge	23
42.	N.W. Community College	8
	<b>Total</b>	<b>1467</b>