

DEPARTMENT OF EMERGENCY MANAGEMENT AND HOMELAND SECURITY

**COORDINATING COUNCIL
MEETING MINUTES
February 10, 2005**

ATTENDEES: Lt. Chris Arciero, DPS; Debra Arrieta, DEMHS;; William H. Austin, CREPC; Timothy Baldwin, Southbury FD; Chuck Beck, OEM; Julie Bisi, DEMHS; Mike Boyer, Bpt. DPH; Peter Boynton, USCG; Sandra Brown, Htfd. Hospital; Matt Bruns, HH; Barbara Buddington, WINCOG; Deborah Burgess, OPM; Joel Cogen, CCM; John Danaher, US Atty Off; Mike Edgerton, USCG; Marian Evans, Bpt. HD; Veronica Ferriss, DEP; Steve Fish, DEP; Kerry Flaherty, OEM; Thomas Flaherty, POSTC; J. Gallus, Nextel; Gary Gavigan, NA Tech; Libby Graham, OPM; Betsy Hard, BPD; Rick Jackman, Nextel; Donald Janelle, NB OEM; Melanie Kerr, OPM; Robert Kenny, DPH/OPHP; Richard Kleindienst, YNHHS; Bob Labanara, CCM; Bruce Lockwood, CEMA; Col. Edward Lynch, DPS; Mike Maglione, Waterbury FD; John Mengacci, OPM; Jeffrey Morrissette, CFPC; Daniel O'Brien, AMR; Bill Palomba, DPUC; Raymond Philbrick, DPW; Susan Rainville, POSTC; Peter Rockholz, DMHAS; Wayne Sandford, DEMHS; Michael Spera, Old Saybrook; Joe Solicito, Nextel; Gary Stango, Hartford; Mark Tallo, DPH; James Thomas, DEHMS; Lynn Tobin, DEP; Michael Varney, DOIT; Col. Ron Welch, MIL; Edward Wilds, DEP; I. J. Zembrzuski, CTNG

I. WELCOME

A. Meeting Called to Order

i. 9:14 a.m.

B. Introduction of New Member to Committee

- Commissioner Thomas introduced the newly appointed Deputy Commissioner for DEMHS – Wayne Sandford and also introduced new member for the Office of Policy and Management John Mengacci.

II. PUBLIC COMMENT

A. None

III. ACCEPTANCE OF MINUTES

A. January Meeting

i. Minutes from the January 14, 2005, meeting were accepted with one abstention.

IV. COMMUNICATION RECEIVED

A. No communications were received.

V. SUBCOMMITTEE (S)

A. Public Safety Communications Interoperability Committee

- **New Chair – Mike Varney**

- **FCC approval pending.**

- Still do not have final approval as of yet.

- Once approved will be disseminated through first responder communities.

- **ICTAP**

- Agreed to do entire State of Connecticut.

- Working first on UASI communities.

- Use region boundaries to disseminate information. Need to get frequency allocations approved.

- Will work on TOPOFF to evaluate exercise.

- **Standard Operating Procedures Booklet**

- Working on development to have built-in interoperability

- **Position Statement**

- References made to handout provided.

Motion: Setup operations center at Rentschler Field.

Motion: Approved.

B. Regional Boundaries Subcommittee

- Discussions from Meeting

- Looking at current breakout of areas.
- Next meeting to discuss findings from the impacts on transportation.
- Need to have additional member added from the Department of Transportation.
- Possible new name for group: "Identifying Gaps Workgroup"

C. Establishment of Statewide Citizen Corps Advisory Council

Motion: To establish the Statewide Citizens Corps Advisory Council as a subcommittee to be chaired by Chief Austin.

- Currently 10 regional citizen advisory corps.
- Currently 5 at the local level
- Need to allocate funds for citizen corps as FY05 designates monies for Citizen Corps.
 - Performance standards will be required before funding is sanctioned in the future.

Suggestion: Clear directive to be developed as to who does what.

Motion: Approved

VI. UPDATES

A. TOPOFF

- Dates of Events

- February 15 - Southeastern Tabletop to be held in Groton
- February 17 – TOPOFF Senior Officials Tabletop Exercise at EOC
- February 19 – Agency head briefing below Commissioner level.
- March 11 – Media Logistics briefing
 - Info to be sent via e-mail to key people. However, if notice someone not on distribution list that should have received, please forward.
- March 16 - Governor's MET Meeting at the Farmington Marriott

- Explanation of what to expect with TOPOFF

- o Event itself.
- o Coordinate efforts to react to things as they develop.
- o Maintain day-to-day operations.

B. NIMS – Commissioner Thomas

- Background

- Meeting with Chief Flaherty to put statewide strategy in place.
- Asking Governor Rell to sign Executive Order.

- HPSD 8

- State to identify Point of Contact (POC) to have access to web-based program.
 - o Point of Contact to be Deputy Commissioner Wayne Sandford.

- Training

- Online training program available at <http://cttrain.org>
- Possible future event to conduct NIMS training at Camp Rell or Coast Guard.

VII. HOMELAND SECURITY GRANT PROGRAMS

A. Overview of FY 2005 Grant Program – Libby Graham

- References made to handouts provided.
 - Used a formula for per capita based funding.
 - Early March to communicate information and report out to various communities.

B. Allocation Formulas

- Discussion on the distribution of funds.
 - Work group will be meeting on weekly basis to made adjustments as necessary to plan.
 - Need to develop a procedure that clarifies how formula was worked.

C. Equipment Purchases

- Discussion made to have all equipment purchases first approved by the Standardization Committee.

VIII. OTHER NEW BUSINESS

A. Retirements

- Chief Hard and Chief DeCarlo have both retired. Need to bring this to the Speaker of the House to obtain new person or position on committee.

B. Grants Presentation

- Libby Graham and staff to begin to go out to towns with presentation on the new agency, what the DEMHS Coordinating Council does and what DEMHS does.

C. DEMHS Staffing

- **Working with DAS to fill new jobs for agency.**
 - 19 new positions have been approved for the agency.
 - Fiscal Administrative Manager (FAM) position received 69 applications.
 - All employees hired with the agency will be required to have a background check done through the Department of Public Safety.

D. Governor's Budget

- Received copy of the Governor's budget for DEMHS. Copies to be distributed to coordinating council members.

E. Cyber Security Seminar

- Seminar held at DOIT with 90 individuals attending event.
 - Discussions raised on global issues.

IX. MEETING ADJOURNMENT

A. Meeting Adjourned at 11:25 a.m.

X. NEXT MEETING:

A. Thursday, March 10, 2005