

DEPARTMENT OF EMERGENCY MANAGEMENT AND HOMELAND SECURITY COORDINATING COUNCIL MEETING MINUTES

Chief State's Attorney's Office, 300 Corporate Park, Rocky Hill, CT
April 9, 2009

ATTENDEES: Cheryl Assis, CRCOG; Bill Austin, CREPC; Brenda Bergeron, DEMHS; Peter Boynton, TSA; Sandra Brown, Hart. Hosp.; Mario Bruno, ARC; David Cruickshank, DMAT; Pam Daniels, DEMHS; Scott Devico, DEMHS; Tom Gavaghan, DEMHS; Steve Gilbert, CTNG; Libby Graham, DEMHS; Len Guercia, DPH; John Gustafson, DEMHS; Andrew Gwiazdoski, WPD; Bill Hackett, DEMHS; Betsy Hard, Bloomfield; Gordon Harris, DEMHS; Ed Henion, DPS; Al Hoffman, USCG; Lenworth Jacobs, Hart. Hosp.; Maryann Lexius, Manchester; Walter Lippincott, Military; Mike Maglione, Waterbury; Katherine McCormack, Hartford; Don Moore, Bloomfield; Jeff Morrissette, CFPC; Lauren Nagel, Bristol Hosp.; Chris Nolan, CTIC; Bill Palomba, DPUC; Doug Pesce, DHS; Roy Piper, DEMHS; George Pohorilak, OSET; Mike Purcaro, CEMA; Tom Romano, DEMHS; Robert Ross, DPS; Jay Salvatore, ARC; Wayne Sandford, DEMHS; Terry Schmure, OPM; Gary Stango, Hartford; Dan Stebbins, USAO; James Thomas, DEMHS; Lee Toffey, DEMHS; Michael Varney, DOIT; Stephen Verbil, DPS; Dan Warzoha, Greenwich; and Ed Wilds, DEP. Also, DEMHS Intern Magdalena Krawcvuk.

I. WELCOME AND PLEDGE OF ALLEGIANCE

- A. Meeting called to order by Commissioner Thomas at 0911 hours followed by the Pledge of Allegiance.

II. PUBLIC COMMENTS

- A. Gary Stango wished to acknowledge the 30 plus years of State service by George Pohorilak, who will be retiring at the end of this month. Commissioner Thomas gave a formal Thank You from the coordinating Council for his service and Robert Ross wished to advise that although George was smiling, Rob and Public Safety were not. Rob stated he was sorry to see George go and wished him well. George thanked the committee and everyone involved in the Public Safety Community.

III. ACCEPTANCE OF MINUTES

- A. A motion was made to accept the minutes of the March 12, 2009 meeting by Bill Austin; seconded by Gary Stango; unanimously approved.

IV. COMMUNICATION RECEIVED

- A. None

V. SUBCOMMITTEE REPORTS

- A. Interoperability Committee – Mike Varney advised that the STOCs battery issue has been resolved and coordinating the swop out of batteries for those units already in the field; Regional workshops for the TICP will begin in June; Yantic gave a presentation to the group at the last meeting; and Plans for a tactical channel are in place for the 700 MHz frequencies. See attached.
- B. Citizen Corps Advisory Council – Reported on by Bill Austin who advised that over 2600 persons have been trained. The group is in the process of developing a recognition program; a conversation on how to handle grant monies for towns with teams will be had with DEMHS; the next meeting is April 16, 2009; the 4th Citizen Corps Conference will be held the last week of Set. Or the first week of October and will last for 2 days with training and presentations. There will be a nominal fee this year to cover food; and a meeting will be set up with DEMHS for clarification and guidance for Regional CERT Team questions.
- C. Credentialing Committee – Don Moore advised that the requested changes were made and the finalized document has been submitted to DEMHS. A FAQ sheet will be done at next weeks meeting to stem the

flow of expected questions. Commissioner Thomas suggested information in an upcoming newsletter might help get the information out and offered room in the May or June edition.

- D. Training/NIMS Committee – Jeff Morrissette advised that since there were no new agenda items, the group held a conference call on 3/31/09. They clarified that there was no new NIMS guidance released from Washington at this time. See attached.
- E. Incident Management Team – Report by Gary Stango. The group met to look at legal recommendations from DEMHS. They will have another meeting to review and discuss before submitting to the Coordinating Council for approval. Len Guercia advised that the group was well received at the REP tabletop exercise and they helped first responders tremendously by taking over some of the necessary responsibilities.
- F. Child Safety & Crisis Response: Wayne Sandford reported that the School Security Grant funds were out; and that DPH continues it's training with home based day care centers giving them information and starter emergency kits.
- G. Regional Collaboration Committee – Libby Graham reported that the 5/5/09 meeting will be re-scheduled to a later date. The grant applications are out on the street and the unit is looking for Letters of Intent from each Region. At the last meeting the group was directed to clean up the shelter data collected and that is in process and will be made available to Red Cross so they can collaborate on the information.
- H. Medical Reserve Corps – Len Guercia advised that Mary Duley was returning from the 2009 MDMS Conference and has sent in a report. See attached.
- I. Transportation Security Committee – Peter Boynton advised that they haven't had a meeting since the last report but that they did meet with the Federal Motor Carrier Safety representative and they will become part of the group.
- J. Public Health Advisory Committee – Len Guercia advised that a report was forwarded. See attached. Also that the WebEOC training for DPH will roll out next month. Mario Bruno advised that the MRC and Red Cross have formalized a relationship to work together on some projects.
- K. Private Sector Committee – Sandra Brown reported that she and Mario Bruno will meet with key DEMHS personnel to discuss the mission and general direction of the group. They will look into the Voluntary Corporation Certification program released by DHS and will be represented at InfraGard meetings.

Motion to accept committee reports was made by Ed Wilds, seconded by Mike Purcaro, unanimously approved.

VI. UPDATES

- A. Grant Program – Libby Graham advised that the School Security money is out and commended her unit for the excellent job they did of getting the money to the districts in a one week time frame. FFY09 final application are in and funding allocations are for the most part what was expected. Bill Austin and Marion Evans were selected as Peer Reviewers, congratulations to both.
- B. CTIC – Chris Nolan advised that the group continues to attend training such as the C-ACAMS training last week. In two weeks CTIC will be working in Storrs at UCONN's Annual Spring Weekend. Advisory bulletins continue to be produced and distributed.
- C. Urban Search & Rescue – Bill Hackett advised that Vito Savino had sent in a report. See attached. Also that US&R would be collaborating with CTNG and DPH with the rubble pile for the NE Federal Disaster Training Center.
- D. Legislation – Scott Devico reported that all four proposals had left the Public Safety Committee and were on the Senate Calendar.
- E. Other: 1) Michael Varney advised that DOIT has a Disaster Recovery Exercise twice a year where they activate their emergency plan and recover the network within 48 hours to the day before the disaster. This exercise was highly successful and all objectives were met. 2) Lenworth Jacobs advised that the hospitals are highly involved in disaster management and all have met and educational programs are ongoing. Also a meeting with the State Trauma Agency was held to educate the group on the resources available in the State, such as the Mobil Hospital.

VII. OLD BUSINESS

- A. None.

VIII. NEW BUSINESS

- A. Presentation by General Walter Lippincott and Len Guercia on the New England Federal Disaster Training Center.

To be located at Camp Hartel in Windsor Locks, there will be three distinctive training areas. The Master Plan includes a Hospital Training pad area for the mobile hospital which can support FEMA staging if necessary; a Rubble Pile which can be used to train both civilian and military personnel; a Trench Rescue area; and a Train Disaster Training area. Also included would be a classroom for 35; warehouse for storage of a portion of the mobile hospital; a WMD Team area; and a maintenance facility.

IX. INFORMATIONAL ITEMS

- A. REP Millstone Security Exercise Rehearsal - April 9, 2009 - State Emergency Ops Center
- B. Middletown Shelter Full Scale Exercise - April 17 - 18, 2009
- C. UCONN/DHS/FEMA Collaborative Leadership Training – April 20, 2009 – Middletown
- D. CCM/DPH/DEMHS Conference – May 12, 2009 – Cromwell
- E. REP Millstone Security Exercise - May 13, 2009 - State Emergency Ops Center
- F. Blue Mass – May 17, 2009, 11 am – St. Joseph’s Cathedral, Hartford
- G. NE Spring Mitigation - May 20 - 22, 2009 - Newport, RI
- H. NESEC Board of Directors Mtg. - May 21, 2009 - Sheraton Bradley
- I. EMD Conference - June 2, 2009 -SCSU
- J. Debris Management Exercise - July, 2009 – State Emergency Operations Center
- K. Comment: Katherine McCormack – Hartford CERT graduation, April 16, 2009
- L. Comment: Jeff Morrissette – SERC Conference April28-29, 2009, flyer handout
- M. Comment: Peter Boynton read an email from former colleague Barbara Hasler who now works in North Dakota, where they are expecting the Red River to crest at 22 feet above flood stage.

X. MEETING ADJOURNMENT

Motion made to adjourn by Peter Boynton; seconded by Mike Maglione; Unanimous. Meeting adjourned at 1024 hours by Commissioner Thomas.

XI. NEXT MEETING – Thursday, May 14, 2009 – Chief State’s Attorney’s Office, Rocky Hill, CT

TO: Commissioner James M. Thomas
FROM: Director Michael D. Varney
RE: **Interoperable Communications Sub-Committee Report**
DATE: April 9, 2009

Significant Points of update:

The regular monthly meeting of the Public Safety State Interoperable Communications Executive Committee was held on March 17th at the DOT Research Lab in Rocky Hill. Regular business was conducted as well as a presentation by the Yantic Fire Department on a new interoperable communications system they installed which was funded by a FEMA Fire Act Grant. Additional details and minutes are available at www.ct.gov/demhs.

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 have been replaced and all existing unit holders have been contacted to coordinate their battery replacements.

Other Items:

- Regional workshops have been scheduled for Region 4 & 5 to continue their Tactical Interoperable Communications Plan activities for early June.
- Regional initiatives have been moving forward, specifically Region 1 has updated their plan for use of regional and UASI funding to install a new voice system and Region 4 have submitted a proposal for dispatch center connectivity.
- 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.

700 MHz

- Frequency request have been received from Region 1 and the City of Stamford, action will be taken at the next 700MHz sub-committee on April 20th.
- Another meeting was held to address the specialty teams in CT (i.e. HazMat, Bomb, USAR, Specialty Law Enforcement) to address their communication needs. A consensus was reached and will be recommended for action at the next meeting. The intent is to license statewide frequencies for the specialty teams to use which would be exclusive to the teams but interoperable with each other.

Other

- 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 April 21st at the Department of Transportation in Rocky Hill.

Department of Emergency Management & Homeland Security
Training and NIMS Implementation Committee
March 31, 2009 Meeting Minutes Conference Call

Attendees:

Dan Scace; Kristin Sullivan; Jeff Morrissette; Wayne Sandford; Mark Schneider

This meeting was conducted via conference call and was called to order by Co-Chair Jeff Morrissette at 13:05 hours.

Old Business

Dan Scace inquired whether there have been any changes in respect to compliance. It was reported that there have been no changes to the NIMS Guidance received in 2008. Further Deputy Commissioner Sandford reported that the new administration has not communicated any changes to date. It was advised to wait and see what may occur. DEMHS is still maintaining the state's NIMS Cast data.

Mark Schneider from YNH reported that several of their on-line NIMS compliance programs have been updated and available.

Kristin Sullivan inquired whether the new courses will be added to the NIMS Implementation Plan. DEMHS has not looked at the new on-line courses as yet. Dan Scace asked about equivalency approval from a compliance standpoint. YNH's and the Guidance indicates as long as programs can be mapped back to comparable programs approved they would be deemed equivalent.

An inquiry was made whether DEMHS will provide IMT specifically the all hazard and position specific training. Dan Scace reported that Region 3 has received 5 responses to their RFP for position specific training. Deputy Commissioner Sandford reported that the IMT Subcommittee will meet tomorrow, April 1st to tie up loose ends. One question outstanding is whether individuals will be qualified or certified. The general opinion was that individuals be qualified locally.

Dan Scace inquired whether there was any additional discussion to move toward streamlining or merging the DEMHS and DPH Intent to Exercise Form/Formats. DC Sandford reported that DEMHS is trying to move in that direction.

Dan Scace reported that all Regions have Training & Planning Exercise Work Groups and that Brenda Bergeron is currently reviewing Bylaws. Committees are meeting on a quarterly or as needed basis.

DC Sandford indicated DEMHS is releasing an advisory bulletin to the RETP's outlining levels of EOC activation and the procedure by which DEMHS Regional Offices are activated.

New Business : None

The next meeting was tentatively scheduled for Tuesday, May 12, 2009 at 1:30 p.m.

A motion was made to adjourn the meeting at 1:25 p.m. by Wayne Sandford and Seconded by Jeff Morrissette. Motion carried.

Respectfully submitted,

Jeffrey J. Morrissette

STATE OF CONNECTICUT

Department of Public Health
Office of Public Health Preparedness

Statewide MRC Advisory Committee Report to the DEMHS Coordinating Council April 9th 2009

The State Medical Reserve Corps (MRC) Advisory Committee met on March 20th at the CT Hospital Association. Federal, Regional and State reports by Jennifer Frenette and Mary Duley relatively unremarkable, with the federal/regional reports primarily focusing on information related to the upcoming 2009 Integrated Training Summit in Dallas April 4th-8th; the State report primarily focusing on the de-activation of the Upper Fairfield County MRC in Region 5, and the introduction of two new local MRC Unit leaders: Brienne Lenart – Shoreline MRC and Marc Connolly – Naugatuck Valley MRC. Lastly, Region 2 MRC lead has changed from West Haven MRC to the Shoreline MRC.

At the time of this report all five DEMHS region MRC leads have applied for, and are in the process of receiving DPH/DEMHS regional capacity building funds (\$38K per region). The five (5) regional MRC leads have now been provided guidelines for submitting applications and budgets for year 2 capacity building funding (\$40K per region) and encouraged to send these applications to DPH as soon as is feasible so the 2009-2010 contract process can begin.

Notified on April 2nd that TAHD MRC member, Celia Tvrđik, has been selected to attend the 2009 Deployment Training conference in May. This is the second training of its kind and CT is extremely fortunate in having an individual from the state selected once again to participate. Last fall, Ken Kellogg, the Westport-Weston MRC Unit Leader and DEMHS Region 1 MRC Lead attended the Bethesda Maryland Training. We look forward to Celia's evaluation of the training on her return.

Meeting on March 13th took place with Yale University ITS experts and MRC leadership to discuss the integration of the other 15 local MRC units into the State's ESAR-VHP System, also known as the Emergency Credentialing Program (ECP). Currently only the MRC –YNH is integrated into the system. Phase I of the Project will be completed by August 2009.

April 4th-8th 10 of the State's MRC Unit Leaders and the State MRC Coordinator will be attending the 2009 Integrated Training Summit in Dallas Texas. The 2009 Integrated Medical, Public Health, Preparedness and Response Training Summit is sponsored by the U.S. Department of Health and Human Services (HHS) and brings together several national-level entities that have, in the past, held separate organizational meetings, training summits and leadership conferences. These organizations include the U.S. Public Health Service (PHS), National Disaster Medical System (NDMS), Medical Reserve Corps (MRC) and the Emergency System for Advance Registration of Volunteer Health Professionals (ESAR-VHP). The combination into an integrated Training Summit permits coordination, collaboration and interaction amongst the target audience - the leaders and members of these response partner organizations.

A copy of this report will be submitted to DEMHS for inclusion with this meeting's minutes.

Respectfully submitted,

Mary Grace Duley, MA, RN, State MRC Coordinator

STATE OF CONNECTICUT

DEPARTMENT OF PUBLIC HEALTH

To: DEMHS Coordinating Council
From: Public Health Preparedness Sub Committee
Date: February April 9th 2009

HHS Hospital Preparedness Program

- DPH is awaiting this years grant guidance.
- We are anticipating greater than 10% cut, no definitive answer from the Program.
- The Region I & II Institute of Medicine Regional (IOM) Workshops on Standards of Care during a Mass Casualty Event will take place April 27th in New York City.

EMS Preparedness

- The e-PCR project – meetings with Digital Innovations (DI) were held to better identify ways to increase the size of the “Data Pipeline.” This increase will allow for greater data flow into and onto the servers at DoIT. DoIT had identified a solution to increase the data burst size and thus far testing is showing an increase to 100mb. Next step will be to replicate this activity on the production server. It is expected that this will be fully functional the first of April.
- There approximately 110 EMS Services uploading data to the EMS Server at DoIT now and close to 200,000 charts have been received.
- DPH/OEMS will terminate supplying “paper” patient care reports (PCRs) April 1, 2009.

Strategic National Stockpile Preparedness

- PH will participate in the Region 2 "1st Meds" exercise and deliver SNS material to 10 POD locations and 7 Hospitals
- A course SNS curriculum is being used to develop a DPH and CT Drug Control SNS Operations Team. To date 8 employees received certification as emergency forklift operators and 24 employees were trained in SNS warehouse operations at the CT convention center. The remaining 3 courses (2 inventory control and one truck driving) will take place 1/month through June
- DPH and DEMHS are coordinating the release of the CHEMPACK FOG to Fire and EMS services, State and Local, CMED's, PSAP's, DEMHS coordinators and hospitals.

CDC/Local Health Preparedness/WebEOC

- Working with ESI to finish and install the public health boards at DoIT.
- WebEOC Trainings for local public health, hospitals and CMEDS have been tentatively scheduled for April and May but have not posted because the public health boards have not been installed or tested yet.
- We have a new CDC Project Officer, Pete Hoffman
- Funding levels and guidance for 2010 will be released in April
- In process of updating the State's ESF8 Plan

New England Disaster Training Center

- Planning – project team consulted with Virginia Beach's Fire and EMS Training Center, Hartford Hospital's Emergency Simulation Center and the Connecticut Urban Search and Rescue (USAR) team regarding the design of the NEDTC and the development of the training curriculum
- Construction – a vendor has been selected to begin construction of the main NEDTC classroom building at Camp Hartell
- Marketing – a vendor has been selected to build the official NEDTC website; project team members have met collectively with the vendor and are currently being interviewed individually to provide design and content data as well as to assess technical needs of the website
- Curriculum - project team members meet weekly; a vendor has been selected to create the NEDTC core training curriculum; an initial course outline and a timeline of deliverables are being reviewed by the project team

CT URBAN SEARCH & RESCUE (CT-TF1)

April 9, 2009

From Sgt. Vito F. Savino

Subj.: DEMHS Coordinating Council Meeting

Events:

- Command Staff meeting was held on March 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, 6/3/09, 9/2/09, 11/4/09, and 12/2/09.
- **March Training** – Equipment and Pile Preparation for all members.
- **April Training** – Rescue to complete Airshore exercise at Brainard.
- **May Training** – Rescue to complete Breech and Break exercise at Brainard.

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 by April 17,2009
- ❑ 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

860-566-3180 or 860-708-0821– Pager 24/7

CT Public Safety Message Center 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.
- ✓ US&R working with DPH and Connecticut National Guard to review team needs for the New England Disaster Training Center

EMHSCC 4/9/09

Strategic Planning and Grants

Regional collaboration Subcommittee: May 5 meeting will be rescheduled Due to scheduling conflicts to early June.

FFY08 REPT grant applications are on the street. Letters of Intent to serve as “Coordinating RPO” are due June 25.

DEHMS in-house shelter task force has prepared a draft data collection form. We will be coordinating with Red Cross before distributing (via regional coordinators) data to towns for validation. Goal is to create a list of shelters in Web EOC and GIS that all parties understand and agree to. Shelter definitions are unclear at this point in time.

Grant Update

DHS announced FFY09 final funding allocations for many programs yesterday. Programs were funded (for the most part) at expected levels:

BZPP \$400K

Interop Em Communications	\$477,707
Port Security (slightly higher than expected)	\$4,495,807
Transit Security (negotiated amount for CT to be verified)	\$4,575,000 (CONNDOT)
	\$483,500 (CT Transit)
EOC Construction Grant	\$100,500 (Newtown)
Driver’s License Security	\$833,717 (DMV?)