

Approved Meeting Minutes

Statewide Citizen Corps Advisory Council Meeting

4/19/2018

Meeting Minutes

DESPP Headquarters, Room 349

1111 Country Club Road

Middletown, CT 06457

Voting Members In Attendance:

In Person:

Don Davis (Region 3 REPT)
Don Janelle (CEMA)
Eric Scoville (Planner)
Harley Graime (Region 3 REPT)
Joel Severance (Region 2 REPT)
John Field (DEMHS Region 2)
Joanna Rogalski (Region 5 REPT)
Mark Amatrudo (Co-Chair)
Norma Peterson (Region 1 REPT)
Robert Kenny (DEMHS Region 1)
Thomas Romano (Trainer)
Tom Vannini (DEMHS Region 1)
William Turley (DEMHS Region 3)

Via Phone:

Jim Larkin (Region 4 REPT)
Paul Gibb (Region 5 REPT)

Voting Members Absent:

Michelle Deluca (Region 1 REPT), Jean Davies (Region 2 REPT), Katherine McCormack (MRC)

Quorum Present: Yes

Others In Attendance (Person/Phone):

Alice Bessonett (North Haven CERT), Alphonse Jaques (North Haven CERT), Bob Freeman (Hamden OEM), Gary Ruggiero (DEMHS), Henry Paszczuk (Region 5 Planner), Steve Coulon (Hamden OEM), William Gerrish (DPH)

I. Call to Order & Pledge of Allegiance (2:00pm)

II. Opening & Public Comments:

A motion made to approve 4/19/2018 Meeting Minutes. Motion made by Joel Severance, seconded by Harley Graime, motion carries.

III. DESPP/DEMHS Grants Report:

Financial Report See attached financial report compiled by Rita Stewart. The current remaining balance is \$54,827.87 of that amount \$42,100.00 has been obligated to pre-approved projects. Thus the remaining balance (if all approved applications are submitted for full amount) is \$12,727.87. A motion to accept the report made by Don Janelle, Seconded by Joel Severance,

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motion carries.

IV. Regional Council Updates/Reports:

Reports provided to the Council at the bi-monthly meeting are now attached to the meeting minutes, a summary of reports received is below. Funding may be tied to the delivery of this report, please be sure to deliver this report.

Report		Report Received/Attached to Mins.	
DEMHS Region 1	Robert Kenny- DEMHS Region 4 Coordinator	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
	Michelle Deluca- Region 1 REPT	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
	Norma Peterson- Region 1 REPT (MetroCOG)	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
DEMHS Region 2	John Field- DEMHS Region 2 Coordinator	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
	Joel Severance- Region 2 REPT (RiverCOG)	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
	Jeanne Davies-Region 2 REPT (RiverCOG)	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
DEMHS Region 3	William Turley- DEMHS Region 3 Coordinator	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
	Harley Graime- Region 3 REPT (CRCOG)	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
	Don Davis- Region 3 REPT (CRCOG)	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
DEMHS Region 4	Mike Caplet, DEMHS Region 4 Coordinator	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
	Vacant	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
	Jim Larkin- Region 4 REPT (NECOG)	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
DEMHS Region 5	Tom Vannini- Region 5 Coordinator	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
	Joanna Rogalski- Region 5 REPT (NVCOG)	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
	Paul Gibb- Region 5 REPT (NHCOG)	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
CEMA	Don Janelle	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
MRC	Katherine McCormack	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

V. Old Business:

CERT Training Day- Training Topic Selection Ideas

- Next meeting we will develop a list of classes for this year's CERT Training Day.
 - We will send out a list of 2017 classes and the number of people who attended each class prior to the next meeting

CERT Backpack Inventory Status

- As of this meeting there are only 128 backpacks remaining
- A motion was made to authorize the purchase of approx. 25,000 worth of backpacks. Motion made by Joel Severance, Seconded, Don Janelle. Motion carries.

Review of 2017 Activity report Summary & Past Due Reports

- The activity report and summary compiled by Chairman Chief Amatrudo is attached to these meeting minutes

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Regional Council Report Submission

- Report submission is a deliverable in order to receive planning grant funds. For the next meeting we will compile a list of active participants.
- Just a reminder, this report should be submitted prior to the SCCC meeting every other month.

Stop the Bleed Program Deliveries- Status

- How many courses have been delivered so far?
- Training event held in Westbrook. Manchester has also been very active in this program- and has been highly successful in Manchester.
- Until Help Arrives is a similar program and stop the bleed is a component of this larger program.

2018 SCCC Goals & Priorities

- Next meeting we will discuss and prioritize goals and objectives for SCCC program.

VI. New Business/Roundtable:

Roundtable:

- CERT badging was brought up as a point of discussion for future meeting.
 - Credentialing and DPH discussion
- VOST, its funding mechanisms, and method of activation were also discussed.
- Arlene Magoon from FEMA mentioned she would love to see more of “Outstanding CERT member awards.
- Talk Shop, a monthly FEMA Region 1 conference call for CERT/CCP activities is open to all. Should you be interested in information you may contact Arlene.Magoon@fema.dhs.gov.

VII. Adjournment- (3:45 PM) Motion made by Don Davis, Seconded by Harley Graime. Motion Carried unanimously.

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Application Approvals by DEMHS Prior to April 19th Special meeting

Applications approved by DEMHS since the last meeting of SCCC (1/18/2018)

Training Applications (Category A & B)							
CAT	Applicant	Approval Date	Amount	Project Start date:	# of students	Backpacks Y or N	Notes
A	Fairfield (18-03)	1/18/2018	\$1,200	2/24/2018	35	Y	
A	Hamden CERT (18-04)	1/19/2018	\$1,200	2/08/2018	25	y	
A	Hamden Teen (18-05)	2/01/2018	\$1,000	3/05/2018	25	Y	
A	East Haddam (18-06)	2/01/2018	\$1,200	2/15/2018	12	Y	
A	CRCOG/Vernon (18-07)	2/01/2018	\$1,200	2/10/2018	25	Y	
A	CRCOG/Bristol (18-08)	2/01/2018	\$1,200	2/13/2018	15	Y	
A	Prospect (18-09)	3/19/2018	\$1,200	4/25/2018	15	Y	
B	Durham-DART (18-10)	3/16/2018	\$1,000	4/02/2018	20-30	N	Lg animal rescue
A	Monroe (18-12)	3/09/2018	\$1,200	4/27/2018	22	Y	
A	New Milford (18-13)	3/14/2018	\$0	4/03/2018	10	N	
A	Redding (18-18)	4/10/2018	\$0	4/21/2018	10	Y	

Planning (Category C)			
Applicant	Approval date	Amount	Planning Period
NW Hills COG (18-02)	1/17/2018	\$2,000	1/01/18-6/30/2018

Equipment Applications (Category D)				
Applicant	Approval Date	Amount	Description	Notes
Torrington (18-11)	3/09/2018	\$1,000	Equipment	CERT ID apparel
CRCOG/E. Haddam (18-14)	3/22/2018	\$1,000	Equipment	CERT ID apparel, etc
Litchfield (18-15)	3/27/2018	\$1,000	Equipment	CERT ID rain gear, lights
Durham DART (18-16)	Pending			Equipment – under review
CRCOG/Windsor Locks	4/04/2018	\$1,000	Equipment	CERT ID apparel, etc

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Citizen Corps Special Meeting April 19, 2018

FFY 2015 Allocation	9/01/2015-8/31/2018		\$75,000.00
Current balance on FFY 2015 (less pending) ¹			\$12,727.87
Pending submission of completion report		(for approved applications)	
<u>category</u>	<u>amount</u>	<u>applicant</u>	<u>description</u>
Planning	\$2,000	CROCG	7/01/2017-12/31/2017
	\$2,000	NECCOG	7/01/2017-12/31/2017
	\$2,000	RiverCOG	1/01/2018-6/30/2018
	\$2,000	NVCOG	1/01/2018-6/30/2018
	\$2,000	CROCG	1/01/2018-6/30/2018
	\$2,000	NECCOG	1/01/2018-6/30/2018
	\$2,000	NW Hills COG	1/01/2018-6/30/2018
			<u>total by category</u>
			\$14,000.00
Training			\$21,100.00
	\$1,200	Bridgeport	approved 4/07/2017
	\$1,200	CROCG/Southington	approved 5/09/2017
	\$1,200	CROCG/Canton	approved 10/30/2017
	\$1,000	New Canaan/Wilton	approved 10/17/2017
	\$1,200	CROCG/Tolland	approved 11/22/2017
	\$500	Norwich	approved 12/01/2017
	\$1,200	CROCG/So. Windsor	approved 12/7/2017
	\$1,200	Durham	approved 12/07/2107
	\$800	Killingworth	approved 12/7/2017
	\$1,200	No. Haven	approved 12/7/2017
	\$1,200	Fairfield	approved 1/18/2018
	\$1,200	Hamden	approved 1/18/2018
	\$1,000	Hamden - Teen	approved 2/01/2018
	\$1,200	CROCG/E. Haddam	approved 2/01/2018
	\$1,200	CROCG/Vernon	approved 2/01/2018
	\$1,200	CROCG/Bristol	approved 2/01/2018
	\$1,200	Prospect	approved 3/19/2018
	\$1,000	DART/Durham Cat B	approved 3/16/2018
	\$1,200	Monroe	approved 3/09/2018
	\$0	New Milford - no funds	approved 3/14/2018
	\$0	Redding - only backpacks	approved 4/10/2018
Equipment			\$7,000.00
	\$1,000	Wilton	approved 10/17/2017
	\$1,000	CROCG/Vernon	approved 11/22/2017
	\$1,000	CROCG/Southington	approved 12/19/2017
	\$1,000	Torrington	approved 3/09/2018
	\$1,000	CROCG/E Haddam	approved 3/22/2018
	\$1,000	Litchfield	approved 3/27/2018
		DART	Under review
	\$1,000	CROCG/Windsor Locks	approved 4/4/2018
¹ Total pending (if approved applications are submitted for full amount)			\$42,100.00
		FFY 2015 Available	\$12,727.87
		FFY 2016 Available	\$75,000.00

* please send in completion reports for completed trainings, equipment purchases and planning.
We would like to close out FY 2015 funding by June 30. Thank you!

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Citizen Corps Program - 2017 applications and approvals

No.	Category	Name of Applicant	Organization Requested for	Requested	Approved	Date of Approval	Project Activities	other approval details	back-packs	Completion Form on File	# of students trained	Amount Processed	cancelled	reimb. processed or no funds requested			Notes
													Fiscal Ref Code (DPS 33)	Date of DPS 33	FFY		
approved by DEMHS prior to January 2017 meeting																	
16-45	A	CRCOG	Tolland	\$1,200.00	yes	11/18/2016	basic training	11/21/2016	Y	Yes		\$1,000.00		8/7/2017	2015		
16-46	A	CRCOG	Manchester	\$1,200.00	yes	11/18/2016	basic training	2/1/2017	Y	Yes		\$1,000.00		8/7/2017	2015		
16-47	A	Bridgeport		\$1,200.00	yes	12/15/2016	basic training	12/15/2016	Y	yes						pending info	
16-48	C	Northwest Hills		\$2,000.00	yes	1/3/2017	planning	1/01/2017-6/30/2017		yes		\$1,750.00		8/8/2017	2015		
16-49	C	NVCOG		\$2,000.00	yes	1/17/2017	planning	1/01/2017-6/30/2017		yes		\$1,750.00		8/8/2017	2015		
16-50	C	RiverCOG		\$2,000.00	yes	1/17/2017	planning	1/01/2017-6/30/2017	Y	yes	n/a	\$1,000.00	442622	5/10/2017	2015	2nd payment	
16-51	A	Fairfield		\$1,200.00	yes	1/17/2017	training	3/04/2017 start	Y	yes	21	\$1,015.41	442521	5/10/2017	2015		
16-52	A	Hamden		\$1,000.00	yes	1/17/2017	training	4/6/2017	Y	yes	11	\$1,000.00	442669	5/26/2017	2015	DPS total 2,000	
approved by DEMHS prior to March 2017 meeting																	
17-1	C	CRCOG		\$2,000.00	yes	1/18/2017	planning	1/1/2017-6/30/2017		yes							
17-2	C	NECCOG		\$2,000.00	yes	1/25/2017	planning	1/1/2017-6/30/2017		yes							
17-3	A	Windham		\$1,200.00	yes	2/1/2017	basic training	2/2/2017 start	Y	yes		\$620.00	5000		2015		
17-4	A	CRCOG	So. Windsor	\$1,200.00	yes	2/3/2017	basic training	2/06/2017 start	N	yes		\$500.00		8/7/2017	2015		
17-5	A	Hamden		\$1,000.00	yes	2/3/2017	Teen basic training	3/6/2017 start	Y	yes	9	\$1,000.00	442669	5/26/2017	2015	DPS w 16-52	
17-6	A	Northwest Hills		\$300.00	yes	2/22/2017	basic training	3/22/2017 start	Y	no							
approved by DEMHS prior to May 2017 meeting																	
17-7	A	Monroe		\$1,200.00	yes	3/9/2017	basic training	4/21/2017	Y	yes	9	\$1,198.00		9/15/2017	2015	req	
17-8	D	Litchfield		\$1,000.00	yes	3/24/2017	equipment/app	rain gear	Y	yes		\$1,000.00	req	8/7/2017	2015		
17-9	A	CRCOG	Vernon	\$1,200.00	yes	3/28/2017	basic training	4/8/2017 start	Y	yes							
	D	CRCOG	Vernon	\$1,000.00	no											withdrawn	
17-10	A	CRCOG	Vernon	\$1,200.00	yes	3/31/2017	basic training-2	4/19/2017	Y	yes	15	\$1,199.20	req	8/21/2017	2015		
17-11	A	Ridgefield		\$1,200.00	yes	4/3/2017	basic training	5/12/2017	Y	no						cancelled.	
17-12	A	Bridgeport		\$1,200.00	yes	4/7/2017	basic training	4/15/2017 start	Y	no						pending doc.	
17-13	A	CRCOG	Southington	\$1,200.00	yes	5/9/2017	basic training	10-May-17	Y	no							
17-14	A	CRCOG	Middletown	\$1,200.00	yes	5/12/2017	basic training	June, 2017 start	Y	yes		\$1,199.60	5424	2/1/2018	2015		
17-15	C	RiverCOG		\$2,000.00	yes	5/15/2017	planning	7/01/2017-12/31/2017		yes		2000			2015		
approved by DEMHS prior to July 2017 meeting																	
17-16	D	CRCOG	Bristol	\$1,000.00	yes	5/23/2017	equipment/app	flashlights		yes		\$999.00	requ	11/13/2017	2015	last D was 2014	
17-17	D	CRCOG	Manchester	\$1,000.00	yes	5/23/2017	equipment/app	flashlights		yes		\$999.00	requ	11/13/2017	2015		
17-18	D	CRCOG	Newington	\$1,000.00	yes	5/23/2017	equipment/app	flashlights		yes		\$999.00	requ	11/13/2017	2015		
17-19	D	CRCOG	So. Windsor	\$1,000.00	yes	5/23/2017	equipment/app	flashlights		yes		\$999.00	requ	11/13/2017	2015		
17-20	A	Hamden		\$1,000.00	yes	6/20/2017	basic training	9/21/2017 start	Y	yes	25	\$1,000.00		12/7/2017	2015		
17-21	A	Wallingford		\$1,200.00	yes	6/20/2017	basic training	10/21/2017 start	Y		15					no funds requested	
17-22	C	Northwest Hills		\$2,000.00	yes	6/29/2017	planning	7/01/2017- 12/31/2017									
17-23	C	NVCOG		\$2,000.00	yes	6/29/2017	planning	7/01/2017- 12/31/2017	Y	yes		\$2,000.00	requ	1/10/2018	2015		
17-24	D	Hamden		\$1,000.00	yes	7/18/2017	equipment	7/31/2017				\$1,000.00					
approved by DEMHS prior to Sept 2017 meeting																	
17-25	A	Bridgeport		\$1,200.00	yes	9/18/2017	training	9/27/2017	Y		30					resched- new appl	
17-26	D	CRCOG	Portland	\$1,000.00	yes	9/21/2017	equipment/app		y	Yes		425.75	5424	2/1/2018	2015 w Middletown		
17-27	C	CRCOG		\$2,000.00	yes	9/20/2017	planning	7/01/2017-12/31/2017									
17-28	D	CRCOG	Ellington	\$1,000.00	yes	9/21/2017	equipment	flashlights		yes		\$999.00	requ	11/13/2017	2015		
17-29	A	Naugatuck		\$0.00	yes	9/26/2017	training	backs, manuals, cert,only, 10/17	Y								
17-30	A	CRCOG	Canton	\$1,200.00	yes	10/30/2017	training	backpacks,	Y		25						
17-31	A	New Canaan	New C/Wilton	\$0.00	yes	9/27/2017	training		y							resubmitted	
17-32	A	Wilton/ New C		\$1,000.00	yes	10/17/2017	apparell	backpackstoo	y								
17-33	D	Wilton		\$1,000.00	yes	10/17/2017	equip	port lights									
17-34	C	NECCOG		\$2,000.00	yes	10/17/2017	planning	7/01/2017-12/31/2017								resched- new appl submitted sooner	
17-35	A	New Milford		\$0.00		n/a	training	Fall CERT class - 9/19/17	N								
17-36	C	RiverCOG		\$2,000.00	yes	11/13/2017	planning	1/01/2018-6/30/2018									
17-37	D	CRCOG	Vernon	\$1,000.00	yes	11/22/2017	equipment	guides, tshirts vests, cpr	N								
17-38	A	CRCOG	Tolland	\$1,200.00	yes	11/22/2017	training	basic training starting 11/27	N								
17-39	A	Norwich		\$500.00	yes	12/1/2017	training	basic training starting 12/10/2017	Y								

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													Fiscal Ref Code (DPS 33)	Date of DPS 33	FFY	Notes	
18-01	C	NECCOG		\$2,000.00	yes	1/10/2018	planning	planning 1/01/2018-6/30/2018									
18-02	C	NW Hills COG		\$2,000.00	yes	1/17/2018	planning	planning 1/01/2018-6/30/2018									
18-03	A	Fairfield		\$1,200.00	yes	1/18/2018	basic training	basic training start on 2/24/2018									
18-04	A	Hamden		\$1,200.00	yes	1/19/2018	basic training	starting 2/08/2018									
18-05	A	Hamden		\$1,200.00	yes	2/1/2018	teen cert	starting 3/05/2018									
18-06	A	CRCOG	E Haddam	\$1,200.00	yes	2/1/2018	basic training	starting 2/15/2018									
18-07	A	CRCOG	Vernon	\$1,200.00	yes	2/1/2018	basic training	starting 2/10/2018									
18-08	A	CRCOG	Bristol	\$1,200.00	yes	2/1/2018	basic training	starting									
18-09	A	Prospect		\$1,200.00	yes	3/19/2018	basic training	basic training to begin 4/25									sent to NVCOG
18-10	B	DART / Durham		\$1,000.00	yes	3/16/2018		training to start 4/2									
18-11	D	Torrington		\$1,000.00	yes	3/9/2018	equipemnt	CERT ID Apparel									
18-12	A	Monroe		\$1,200.00	yes	3/9/2018	training	training beginning 4/27/2018									
18-13	A	New Milford		\$0.00	yes	3/14/2018	basic training	begins on 4/3 no funds or bkpk									
18-14	D	CRCOG	E Haddam	\$1,000.00	yes	3/22/2018	equipment/id	CERT ID apparel, back pack items									
18-15	D	Litchfield		\$1,000.00	yes	3/27/2018	equipment ID	CERT ID apparel, back pack items									
18-16	D	Durham /DART		\$1,000.00	yes	pending	equipment	DART Equipment									
18-17	D	Durham - withdrawn						one application per town per yr									
18-18	A	Redding -rev.		\$0.00	yes	4/10/2018	starting 4/21	no funds only backpacks									
18-19	D	CRCOG	Windsor Locks	\$1,000.00	yes	4/4/2018	equipment ID	cert id etc.									