



STATE OF CONNECTICUT  
DEPARTMENT OF EMERGENCY SERVICES & PUBLIC PROTECTION  
DIVISION OF EMERGENCY MANAGEMENT & HOMELAND SECURITY



**TO:** Municipal Chief Executive Officers, Service Chiefs, and Emergency Management Directors

**FROM:** William P. Shea, Deputy Commissioner

**DATE:** June 4, 2014

**RE:** 2014 Statewide EPPI Hurricane Exercise Memorandum # 4  
Exercise Communications for Municipalities

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This memorandum is the fourth in a series of municipal messages containing information and tools to help you prepare for the upcoming Hurricane Exercise, as well as for the next inevitable emergency.

The Division of Emergency Management and Homeland Security (DEMHS) will be testing several communications systems leading up to and during this year's exercise to distribute information and exercise injects. These systems include use of the CEO/EMD ListServ, Everbridge Emergency Notification System, and WebEOC. Exercise Injects will begin the week of June 16-20. Please remember that the primary focus of the exercise is to provide a critical opportunity for your town to convene its Unified Command, including functional needs planning and response partners, and to consider hypothetical issues that could become reality in the next emergency. Use the injects as a starting point for your municipal planning and preparedness discussions before, during and after the exercise. Please be flexible - if an inject doesn't fit your exact situation, modify it to meet your municipalities specific needs.

For your situational awareness, as the EPPI Exercise transitions from pre-landfall, through landfall and into short term recovery, we will provide status updates within the exercise play window from 0800 through 1400 on the day of the exercise.

For those municipalities within the CL&P area of operations, please see the attached letter from CL&P regarding a municipal liaison. They will provide a municipal liaison to your town/city if you contact them in advance. The exercise is a great opportunity to test this function.

Also attached, you will find another tool to assist with functional needs planning, an Early Child Care Emergency Preparedness document provided by 2-1-1 Childcare. Your functional needs working group can use this document to connect with day care providers in your town.

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Finally, you will find attached an EPPI Exercise Checklist to assist you in preparation for the exercise.

If you have not already done so, please confirm with your DEMHS Regional Coordinator your municipalities' extent of play in the EPPI Exercise: whether you will be conducting a live drill or a tabletop event or a combination and the date of your exercise participation, either June 21, June 23, or both.

If you have any questions or if you require any additional information regarding the 2014 EPPI Hurricane Exercise, please contact us at DEMHS via e-mail at [demhs.eppi.questions@ct.gov](mailto:demhs.eppi.questions@ct.gov).

This memorandum along with supporting products and exercise update messages will be posted on the DESPP/DEMHS website at [www.ct.gov/demhs](http://www.ct.gov/demhs).

Sincerely,

A handwritten signature in black ink that reads "William P. Shea". The signature is written in a cursive style with a long horizontal line extending to the right from the end of the name.

William P. Shea  
Deputy Commissioner  
Department of Emergency Services and Public Protection  
Division of Emergency Management and Homeland Security