

**DEMHS Region 2
REPT Steering Committee
November 21, 2019 Time: 09:30 AM
Cheshire Fire Department
250 Maple Avenue, Cheshire, CT**

Attendance

Voting Members:

In Attendance: Voting (*), Proxy (p)

Jean Davies, ESF 1 & ESF 11 (*); Jared Heon, ESF 2 (*); Jack Casner, ESF 4 (*); Rick Fontana, ESF 5 & Port Security (*); Mike Shove, ESF 10 (*); Lynn Vasquez, ESF 12 (*); Ray Stuart, ESF 13 (*); Bill Richards, ESF 14 (*); Torrance Downes, RCOG (*); Mike Maglione, NVCOG EMD (*); Thomas Eighmie, NVCOG EMD (*); Jacob Manke, Reg Coord. Region 2 (*);

Guests:

Jonathan Mulhern, Branford Police; Laura Francis, Durham First Selectman; Joel Severance, CT CERT; Rosa Melendez, Bomb Squad; Joe Woznyk, NoH PD; Peggy Lyons, Madison First Selectman; Sam DeBurra, Madison EMD; Kayla Wallace, Bomb Squad Project Manager;

- 1. Call to Order, Pledge of Allegiance, Introduction, Establish Quorum**
The meeting was called to order by Chairman Bill Richards at 9:41 a.m. the Pledge of Allegiance was done; a quorum was established with 14 voting members.

- 2. Acceptance of REPT SC minutes:** October 18, 2019, regular meetings.
Rick Fontana made a motion to accept the minutes from the October 18, 2019 regular REPT Steering Committee meeting. Jack Casner seconded the motion. Motion passed unanimously.

- 3. Region 2 REPT SC Chair report (Bill Richards)**
No report.

- 4. DESPP – DEHMS Region 2 Update:
Region 2 Staff – Jacob Manke/ Tom Lenart/ Dave Bradley**

Jacob Manke

- A. Jacob thanked everyone for their kind words and welcoming him back.
- B. EMAP Reaccreditation – will be reaching out to locals.
- C. Congratulations to all of the new CEO's. Jacob will now be meeting with all of the CEO's, look for emails. New regional contact forms are to come out.
- D. WebEOC position form to come out.
- E. Tom Leonard will be out for about a week.

- F. Regional EPPI deliveries will be next week, Branford Nov, 18th, Essex Nov 21st. It will be a Regional table-top exercise. Towns can call from the Emergency Operations Centers to call back from table top. This will also be the Regional Emergency Management meeting.
- G. Web EOC Flash update has come out. Boards are now live, mapping.
- H. LEOP's – there are still some outstanding. Tom will be coming out to help get those completed.
- I. Still looking for a host emergency management director for animal response teams (ESF 11) by maintaining training records and signing off when they activate.
- J. Everbridge – notification are sent out currently. There is a capability for a web app on IOS. If interested, let Jacob know and download app. Jacob will connect you to it. It works better than text messages.
- K. There is a permanent FEMA liaison assigned to DEMHS. He will be coming to a REPT Steering Committee meeting to explain how to sign up on the grant's portal.
- L. DEMHS is required to meet the State FOI law with REPT and Steering Committee meetings. Dates, agendas, and minutes have to be posted with Secretary of State two days after the meeting date.

Tom Lenart

No report.

5. Fiduciary/ Lead RPO Report (RiverCOG's Torrance Downes

Torrance Downes explained that the purchases for HSGP 2017 Grant and the HSGP 2018 Grant. They are:

2017

ESF 3 - Emergency Sign	\$17,220.41
ESF 10 - 20 Radios + accessories (part 1 or 2) quote is contract prices)	\$42,854.00 (Still checking to see if the
16 V3-10927 @118.15	\$ 1,890.40
3 6-unit chargers @ \$596.00	\$ 1,788.00

Allocated funds for 2017

IMT – Satellite dish	\$30,000.00
Bomb Squad	\$ 5,387.59
ESF 4	\$20,000.00

2018

ESF 10 – Radios (part 2 of 2)	\$23,091.60
ESF 13 – Ballistic Vests (6)	\$23,784.00
Residual Unallocated Funds	\$ 3,132.38

Allocated Funds for 2018

ESF 2 – PSAP (Phase 1)	\$70,000.00
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Cyber Security	\$40,000.00
Bomb Squad	\$48,000.00
ESF 8 Tabletop	\$15,000.00
Team Leader Training	\$12,232.00

There was a discussion about the quoted price on the portable radios, possibly saving approx. \$800.

There was a discussion about the number of Ballistic Vests and using the remaining funds.

6. Emergency Support Function Reports (ESF)

A. ESF 1 – Transportation (Jean Davies)

Jean Davies explained that she is working a pilot project for information distribution on touch screen technology for agriculture and food systems. The pilot does not have an emergency management aspect except that it could possibly be used for emergency management information. There is no funding involved because of a grant that was secured.

B. ESF 2 – Communications (Jared Heon/Frank Kiernan)

A. PSAP - Jared Heon talked about a letter that will be going out to all of the PSAP directors to explain the project and establish contact people. They will then start going out and see what people have. The process should be quick.

B. TIC plan – information on accountability of the project and explaining what is happening.

C. Regional radio reprogramming – has received the radios, Jacob has done inventory on them. Have been told that the reprogramming costs will have to be added to the budget. The radios have to be looked at to see what has to be done before a price can be calculated. If these radios are not immediately reprogrammed, there are other radios that are capable of doing the same thing. There are presently 15 of the 21 radios accounted for. Jonathan Mulhern said that the radios were beneficial for the Federal and State agencies working with local police and were used for large events. A discussion followed.

D. Jared said that they are going to be hosting 4 trainings, dates to be determined at the December meeting. There will be a valley training, a New Haven training, a Valley Shore area training and a Wallingford training.

C. ESF 3 – Public works (Walter Adametz)

No report.

D. ESF 4 – Firefighting (Chief Jack Casner)

No report.

E. ESF 5 – Emergency Management (Rick Fontana)

1. Rick said that he is working with Torrance and Kevin McManus on MCV Bootcamp training. Looking for two dates in January at the New Haven Fire Academy for about 15 people and a full regional asset.

F. ESF 6 – Mass Care (Susan Shaw) John Glendon

No report.

G. ESF 7 – Resource Management (Jim Buck)

Working on getting a regional asset list with Tom Lenart.

H. ESF 8 – Health/ Medical (Deepa Joseph/ Jim Paturas)

1. Bill Richards mentioned for Deepa Joseph that the health care coalition is now statewide. The representative is April Alfano from Yale New Haven Health.

I. ESF 9 – USAR (CT TF1)

No report.

J. ESF 10 – Hazardous Materials (Mike Shove)

1. Mike Shove reported on training sessions, explaining that there were three sessions in October at the New Haven Fire Academy, a good amount of people attended. Mike said that they also integrated a communication system for all of the 30 towns.
2. Did a night time meeting and worked on meeting schedules. The next meeting is in January.

K. ESF 11 – Agriculture & Natural Resource (Tyler Roasa)

No report.

L. ESF 12 – Energy (Lynn Vasquez)

Lynn Vasquez reported on the Emergency Response Meetings throughout the state that were completed with the municipalities throughout October.

There was a discussion about UI and the priority of calling levels. The “life safety” calls from dispatch centers will go to a specific line.

A suggestion was made to use “I Restore” program that is used in Massachusetts,

M. ESF 13 – Law Enforcement (Deputy Chief Ray Stuart/Jonathan Mulhern)

No report.

N. ESG 14 – Long-Term Recovery & Mitigation (Bill Richards)

No report.

O. ESF 15 – Public and External Communications (IMT 2 PIO)

No report.

P. ESF 19 – Functional Needs (Michelle Duprey)

No report.

Q. ESF 20 – Port Security (Rick Fontana)

A. Rick Fontana reported that the Maritime Security Plan- 5 year update - was done at the New Haven Fire Academy. The State Director of Homeland Security came.

B. Rick reported that there was a fuel spill at the port and everything worked out well but a 911 call was not made. It is very important that the protocol includes activating the 911 system.

C. Joel Severance reported that the Statewide Citizen Corps Advisory Council has two members on the Nationwide DHS, FEMA Citizens Corps Council.

D. Joel also said that the Long Island Sound Area Maritime Security Council was named – National AAMC of the year. Chairman US Coast Guard Captain Kevin Reed, Commander. Co-Vice chair is Bill Hackett
The LIS AMSC includes the 3 Marine Groups
43 Maritime Security Committees in nation. The AMC's advise USCG Federal Maritime Security Coordinators on maritime security issues, plans and exercises.

7. Region 2 IMT -Tim Baldwin

No report.

8. Community Emergency Response Teams (Joel Severance/ Bob Freeman)

Joel Severance reported that:

DART

A. Chester responded to a horse down.

Middlefield responded to a call about a pig.

B. Community Service

- Durham trick or treat
- Durham giving tree

C. Training

- Large Animal Emergency Rescue in Red Hook, NY

D. Orange

- Meeting concerning diffusing a verbal issue
- Drug take back
- Funtober Fest

CERT

- Training Nov 20, 2019 – Donald Kaletsky on cold weather preparedness
- UNH - December 2nd at 2:00 pm graduation
- Training - TEEEX course on wide area searches

VSCERT

- Four members added
- Training - December 3, 2019 – Mental First Aid course
- Community Service – Killingworth Food Pantry – November and December

9. Bomb Squad

A. Roasa Melendez reported that they are waiting to hear about a canine training class that was proposed and when it will occur.

B. Roasa also reported that the informational Open Houses are continuing. Two additional open houses have been requested.

A comment was made that the open house was a great presentation. The people present were very interested in all that was said with the equipment and eventually the dogs.

10. Old Business

Budget Review 2019

Torrance explained the HSGP 2019 Grant:

ESF 2

PSAP to PSAP (Phase 2)	\$ 97,500	
TIC Plan Update	\$ 18,000	
TIC Plan Update Training	\$ 2,000	Total \$117,500

ESF 4

Two - Fit testing machines	\$ 40,000 proposed
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	\$ 39,983.95 quote	Total	\$16.05
ESF 13			
Bomb Squad			
Night Vision Equipment	\$ 17,200		
Response Vehicle	\$ 56,185		
Two - Bomb Squad Suits	\$ 65,816	Total	\$ 139,201
IMT			
Equipment, subscriptions, contracts	\$ 19,000 proposed price		
Consultant	\$ 6,000		
Higgins CD800 Printer Ribbon\$		Total	\$ 25,000
Equipment Maintenance			
Kidde Burn Trailer Maintenance contract – 10/1/20 to 9/30/21			
	\$ 16,400		
Higgins Salamander Annual Contracts			
	\$ 5,350		
PEAC Arisatatek – ESF 10	\$ 2,950		
General Maintenance Allowance	\$ 7,258	Total	31,958.20

12. New Business

A. By-Laws

Jacob Menke summarized the changes:

Meetings- to tighten up what was done with the homeland security grant program budget process. Added dates that each meeting has to be by, so not to miss deadlines.

6.4 – making it easier to transfer funds by the Steering Committee for approved projects.

Working Group Membership – notifying one time per year by October 1st

Appendix for guidance on grant programs – target dates

Deputy Commissioner is now in charge of Homeland Security and Emergency Management.

Motion was made by Rick Fontana to propose the changes be accepted by the REPT Steering Committee and recommended to the REPT. The motion was seconded by Tom Eighmie. A vote was made and passed unanimously.

B. Torrance Downes explained that the original allocation for \$20,000 in equipment maintenance, including the Burn Trailer. The Burn Trailer is included in another location in the budget. The \$20,000 could now be used for the - 3rd Fit Tester.

A motion was made by Rick Fontana to move the money and seconded by Jared Heon. A vote was taken and passed unanimously.

13. Next Region 2 REPT SC meeting: Friday, December 20, 2019 – Bridgeport Hospital, Milford Campus – 300 Seaside Avenue, Milford, CT

Respectfully submitted by:

Janice Ehle/Meyer

RiverCOG