

**DEMHS Region 2**  
**REPT Steering Committee**  
**January 31, 2020**  
**Time: 09:30 AM**  
**Guilford Fire Department**  
**390 Church Street, Guilford, CT**

**Attendance**

**Voting Members:**

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

Frank Kiernan, ESF 2 (\*); Susan Shaw, ESF 6 (\*); James Buck, ESF 7 (\*); Deepa Joseph, ESF 8 (\*); Mike Shove, ESF 10 (\*); Jonathan Mulhern, ESF 13 (\*); Bill Richards, ESF 14 (\*); Joel Severance, ESF 19 (\*); Steve Dudley, SCRCOG (\*); Torrance Downes, RCOG (\*); Douglas Edo, SCRCOG EMD (\*); Mike Maglione, NVCOG EMD; Thomas Eighmie, NVCOG EMS; Tom Lenart, Reg 2 Planner (\*);

**Guests:**

Christian Meyer, NVCOG Transportation Planner; Dave Bradley, CT DEMHS Trainer; Sandy Koorejian, NHPD, Grant Manager; Joseph Sotu, West Haven EMD; Michael Neff, Clinton EMD; Andrew Cota, Ansonia EMD; Sam DeBurra, Madison EMD; Jake Burwell, Milford FD- Intern; Paul Januszewski; NHFD; Rosa Melendez, NH Bomb Squad;

**1. Call to Order, Pledge of Allegiance, Introduction, Establish Quorum**

The meeting was called to order by Chairman Bill Richards at 9:33 a.m. the Pledge of Allegiance was done; a quorum was established with 14 voting members.

**2. Acceptance of REPT SC minutes: December 20, 2019, regular meetings.**

Susan Shaw made a motion to accept the minutes from the December 20, 2019 regular REPT Steering Committee meeting. Douglas Edo seconded the motion. Motion passed.

**3. Fiduciary/ Lead RPO Report (RiverCOG's Torrance Downes)**

- A. Torrance Downes explained that RiverCOG's computers had been hacked and he explained the process of what RiverCOG has gone through. Torrance will be presenting at the Regional Collaboration Meeting to explain in lay-man's terms what the RiverCOG has learned and an after action report.
- B. 2017 HSGP Grant – expires at the end or April 2020. The IMT mobile satellite dish is still outstanding. It is questionable that this work can all get completed before end of April. Torrance is looking into the possibility of reallocating the \$30,000 for other purchases. There are items that might be reprogrammed from the 2018 grant using the \$30,000. Bob Dryozinski commented that it might be an opportunity to do this.

A motion was made by Steve Dudley to authorize Torrance Downes to spend \$30,000 for previously approved 2018 projects totaling \$30,000., as long as they can be completed before the April deadline. The motion was seconded by Jim Buck. A vote was taken and motion passed unanimously.

- C. Approximately, \$2,387 remains in the Bomb Squad budget. Rosa Melendez is working on using those funds before the April deadline.
- D. 2018 HSGP Grant – expiring April 2021. Other than what was talked about earlier, the 2018 funds have completely been used.
- E. 2019 HSGP Grant – expires April 2022. Most of the allocated funds remain unspent. Two fit-testers for ESF-4 have been purchased and delivered.
- F. 2018 EMPG/NHASH Grant – expires June 2020. Approximately \$48,000 of the \$60,000 remains. The additional funds will be spent before the expiration date.

#### **4. Public Comment**

There were no public comments.

#### **5. Region 2 REPT SC Chair report (Bill Richards)**

Bill Richards reported that Budget Proposals are due at the next meeting on February 21, 2020. All of the SWOTS were due by the meeting, January 31, 2020. The only SWOTs that did not come in were ESF 2 Communications and ESF 3 Public Works. Tom Lenart will contact them.

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

##### **Tom Lenart**

- A. Tom Lenart reported that there are still 40 Pack-n-Plays available.
- B. LEOP's need to get in.
- C. SWOT's need to get in.
- D. ESF 2 – communications proposal including the SWAT analysis, training deliverable, meeting schedule, acting Co-Chair. A discussion followed.  
A motion was made by Jim Buck to appoint Bill Seward as the Co-Chair for ESF 2. It was seconded by Steve Dudley. Motion passed unanimously.  
Frank Kiernan reported that Jacob Manke had taken over the Statewide radio projects - PSAP to PSAP. They will be getting together to talk about how much everyone knows about each topic, and what status is.
- E. Tom reported that on February 5, 2020 the School Security group will be meeting in Milford at 2:00.

- F. Department of Public Health has been working on the coronavirus issue.
- G. The Boot Camp for the Mobil Communications Vehicle (MCV) was well attended.
- H. The CCM symposium will be on April 30, 2020.

### **David Bradley**

- A. David said that 7 of the Cyber Security trainings have been completed. February 7, 2020 is the next planned training in Washington, CT.
- B. On January 15, 2020 the EPPI table top exercise was completed. There was good attendance and good feedback.
- C. The Cyber Security Assessment survey will be closing soon.
- D. There was a pilot version of FEMA headquarters for the cyber community. It was a discussion exercise to use in the future.
- E. The Cyber Nutmeg Initiative with National Guard - the Defensive Cyber Operations Element (DCOE) – it will take place on March 9, 2020. Let David know if you would like to attend.
- F. There will be a meeting on February 3, 2020 for Cyber Security Training at SCRCOG.
- G. David talked about the new Reporting Guide as of January 2020. The addition of the FBI Internet Crime Complaint Center (IC3) contact and how to recover lost funds. Dave said that if don't have Windows 10 on your computer, you are vulnerable. Dave talked about backing up data daily, about closing all desk top ports and to question any suspect email.
- H. There was a discussion about how additional towns, that are not involved with the Cyber Security group, how they will get the information. All of the COG's will be contacted to join the committee.

## **7. Emergency Support Function Reports (ESF)**

### **A. ESF 1 – Transportation (Jean Davies)**

Tom Lenart said that DOT is looking at how rural towns would evacuate in the case of an emergency. A discussion followed.

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

- Regional Interoperable Talk-Group (RIT)
- TIC Plan
- Regional Radio Reprogramming
- HSGP Training Deliverable
- DEMHS Regional Radios
- MCV2 Boot Camp

A. Bill Richards said that Jared Heon is on leave of absence

B. Frank Kiernan is getting the information together that was asked for.

C. There was a discussion about the cost to towns for the PSAP to PSAP connection. Frank Kiernan said that right now there are no additional costs to towns. Region 2 will be the model for the rest of the State.

**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)**

- Cyber Security Committee
- HSGP Deliverable
- School Safety committee
- First Committee meeting

No report.

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

1. Susan Shaw reported that there are additional cots available for the towns.
2. Susan reported that the Mass Care Management Training will take place in Hamden and Killingworth.
3. There will be a meeting at Naugatuck Valley Regional Health District to talk about family assistant centers on February 5, 2020.
4. Susan gave an update on the response plans for the Coronavirus and how she is working with the towns.

**G. ESF 7 – Resource Management (Jim Buck)**

No report.

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

- Medical Reserve Corps
- 1. Deepa Joseph reported that the Yale Model UN Conference that occurred and some things that are under investigation. Results have come back negative.
- 2. Working on pre planning and getting as much information out as possible to prepare people for Coronavirus with infection control and public messaging.
- 3. The Coronavirus information is evolving quickly and doing as much as can to get information out. Flu season is in full force and precautions for the flu are the same as for the Corona Virus.

4. Frank Kiernan talked about new questions that patients suspect with Corona are being asking if they have traveled outside of the US within the last 14 to 30 days.

**I. ESF 9 – USAR (CT TF1)**

No report.

**J. ESF 10 – Hazardous Materials (Mike Shove)**

1. Mike Shove reported that the last NHASH meeting was January 14, 2020. A new committee for equipment purchasing and training has been organized. The committee includes someone from all 5 divisions.
2. The radio project is moving forward, the order has been placed and it should be coming in the next couple of weeks.
3. Met with all 5 ESF 10 Chairmen on January 7, 2020. Will be organizing planning meetings for the year. Region 2 will be hosting a HazMat Field Day on April 28<sup>th</sup>, 2020 at New Haven Fire Academy. There will be 4 classroom presentations and vendors.
4. The next meeting is March 10, 2020 at 9:30 at Guilford Fire Department.

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

No report.

**L. ESF 12 – Energy (Lynn Vasquez)**

No report.

**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. Joel Severance reported that there is a Port Security working group. The Chairman of the group has recently retired and no replacement has been announced.

**8. Region 2 IMT -Tim Baldwin/Keith Flood**

- FFY 2017 HSGP Expenditure Update

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

Joel reported that:

DART

629 hours were spent with helping other communities with animal rescues.

Hamden

22 new members, total membership - 115. 3,672 hours with 250 in Community Service.

UNH

Three teams with 36 students – 1,490 hours that include students from different regions and 2 from other states.

VSEMA

Packed Helping Hands food baskets.

Todd Nelson is the new Emergency Management Director, Don McDougal is now Deputy Director.

Wallingford

1,912 hours

Supported the Wallingford radio station during the Santa event.

Orange

10 members sworn in

682 hours

Tim Smith will be missed. He worked with Joel organizing CERT in CT.

**10. Bomb Squad**

- FFY 2017 HSGP Expenditure Update

A. A new dog has been obtained and will be going for training in February or March.

B. Looking to replace the Laptop on the bomb truck

C. One person is going to training and there are two trainees that will be joining the squad.

**11. SWAT Team Report**  
**No report.**

**12. Presentations**

**13. Old Business**  
SWOT Analyses  
Working Groups

**14. New Business**

**15. Adjourn**  
The meeting adjourned at 10:28am.

**Next Region 2 REPT SC meeting:** Friday, February 21, 2020 –9:30 am

**Location:** Cheshire Fire Department –250 Maple Ave, Cheshire, CT

Respectfully submitted by:  
Janice Ehle/Meyer  
RiverCOG