

Date and Location The EPPI 2013 Exercise Meeting was held on May 9, 2013 at the Brainard Airport Facility on Maxim Road in Hartford, CT. Attendees included representatives from:

- CT DEMHS
- United Illuminating
- Northeast Utilities
- Comcast
- Sprint
- CT National Guard
- CT DPH
- CT DOC
- CT DEEP/PURA
- CT DAS/BEST
- CROG Region 3
- AT&T
- ARES
- American Red Cross
- CTWARN & SCCRWA
- State Housing Task Force
- Yale New Haven
- CT DEMHS Region 4 T&EC
- CT CFPC
- Fairfield FD/CT DEMHS Region 1

Meeting Minutes

The meeting was started by Gary Ruggiero from CT DEMHS. Gary reported that notices were being drafted to see what towns will be participating in the 2013 EPPI exercise. Gary Ruggiero further reported that development of a staffing plan and that the scenario timeline will be similar as the 2012 EPPI Exercise so towns can use their check lists. Gary described the exercise as consisting of the first two hours will focus on activation of the LEOCs and a unified command. The second part of the exercise will focus on the eight to ten hours ramp up for recovery with a concentration on Region 5 which will contend with the majority of storm related issues. The injects will cause other regions to support Region 5 such as establishing Dump Truck Strike Teams by phone, no actual resources from other regions will move. Web EOC login was discussed along with conducting a communications check. A staggered release of injects will

challenge the communication systems without totally incapacitating communications. Comments from last year's exercise were acknowledged and an amateur radio component has been added to this year's exercise. Logistical support for the exercise will be provided by DEMHS staff.

Ed Murray described the MSEL component of this year's exercise. Ed Murray described how there will be cascade of communication issues for the exercise but not a total stoppage of communication. Ed further reported that the injects should be completed by next week with specific injects developed for Torrington. The injects for other towns to perform checklist procedures. There will be two cell towers in Torrington which will have their battery supply run out. The exercise also is planned to have a stand up of a mobile field hospital in Torrington on Thursday and a regional shelter on Saturday. The 2013 EPPI Exercise is being designed to have achievable goals and the MSELs to be reviewed by Region 5.

Gary Ruggiero further commented that the focus of the exercise will be on recovery after the first two hours of the exercise and that Saturday is the primary day for a regional shelter since the shelter is in a school and school will be in session on Thursday the first day of the exercise. However if an alternate shelter location could be utilized on Thursday then the exercise would not preclude its use.

Tom Romano reported that the first part of the exercise evaluation will utilize a self-evaluation checklist. The second part of the exercise will use 10 evaluators that will be placed in certain areas based on the MSEL injects.

Gary Ruggiero then described the activation of the mobile field hospital.

Bob Scata reported on the Web EOC login procedure and how it will find issues for login and the need to fill out a contact board to update contact information. A new board is expected to keep a running log of events such as road closures to make it easier to enter information into the system. Mr. Scata mentioned that exercise will provide an opportunity for people to get use to the new simplified Web EOC.

Gary Ruggiero mentioned that most towns will learn about the exercise and that each town will get a DVD set being developed by Bob Scata with materials that will assist them during the exercise. Some items that the DVD will have are SLOSH maps, fillable documents, NIMS / ICS and other required forms as well as Vector maps. Email issues regarding injects were discussed along with Core capability issues were mentioned.

Brenda Bergeron asked about the commodity distribution component of the exercise. Brenda mentioned that the commodity distribution should be conducted in Torrington. Gary Ruggiero mentioned that due to logistical issues and timing commodities could become notational. Brenda further mentioned that the intent of the exercise was to set up a commodity distribution point. Gary mentioned that if a POD could be set up for the exercise then the exercise document would support that distribution point.

A request was raised that the local financial directors be listed in the EOC Participants list provided by DEMHS for the 2013 EPPI Exercise.

Bob Christ reported that a municipality informational meeting with the Dep. Commissioner Shea at POST to inform the towns regarding the shared goals and deliverables is being planned. Bob also reported that a separate informational meeting is being planned with State agencies. DC Shea explained the process of the informational meeting for the meeting attendees.

Tom Romano reported that there are currently 11 evaluators/coaches participating which necessitate the need to prioritize their locations during the exercise. Some towns will need to self-evaluate due to lack of evaluators.

Additional discussion mentioned the role that the utility task force would play in the exercise and if cable providers would be present in the regional offices. The cable utility representative described the process to manage downed service of how the SEOC representative refers back to the Regional Office to resolve the issue. Service providers are not always known which can impact service restoration. Bill Higgins mentioned that a forthcoming meeting for Make Safe will address communication utilities.

The issue of who has the authority to activate task forces was discussed. Other issues discussed were the support that both Amateur Radio and American Red Cross would provide for the exercise. The design of the scenario will require the Task Forces to activate with Thursday being the best time to stand-up. Saturday may not have as many participants as on Thursday. The Regional Coordinators to canvas their respected regions to see which towns will participate and which day.

Bill Higgins mentioned that an utility annex is being worked on as well as a quick reference guide for work safe to be provided to the towns which will include a diagram depicting a blocked road. The diagram will illustrate what is and what is not a blocked road. This diagram may be able to be placed on the resource DVD mentioned earlier. The document will be a double sided single sheet of paper and will also be available on several web sites.

Director Hackett mentioned that during the CCM Emergency Management Symposium on May 8th a session will be devoted to announcing and providing an avenue to explain the 2013 EEPI to municipal and emergency management officials.

Dep. Commissioner Shea spoke about the deliverables of the exercise, the intent to make the goals achievable, to make improvements where needed, address issues as they arise and to maintain the momentum generated for emergency management from last year's EPPI and the events of the past year.

Point of Contacts

Email Bob Christ or Gary Ruggiero with any further comments.

NEXT MEETING

May 20th at the Brainard Airport Facility from 1:00 PM to 3:00 PM for the Final Planning Conference