

**DEMHS Region 2
REPT Steering Committee
May 17, 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 (*); Jack Casner, ESF 4 (*); Michele Shove, ESF 10 (*); Ed Delmonte, ESF 12, (*); Ray Stuart, ESF 13 (*); Bill Richards, ESF 14 (*); Steve Dudley, SCRCOG (*); Torrance Downes, RiverCOG (*); Lisa Fasulo, RiverCOG EMD (*); Jacob Manke, Region 2 Coordinator (*); Joanna Rogalski, NVCOG (*);

Guests:

Robert Kenny, Region 1 Coordinator; Tom Lenart, Region 2 DEMHS Planner; Frank Kiernan, SWRCC; Ed Delmonte, UI; Tom Layton, UI; Ed Douglas Sharafanowich, CT ARES; Joe Woznyk, North Haven PD; Laura Francis, Town of Durham, Selectwoman; Terry Cooper, NHHD; Jonathan Mulhern, Branford Police Chief; Janice Ehle/Meyer, RiverCOG;

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

The meeting was called to order by Chairman Bill Richards at 9:30 a.m. the Pledge of Allegiance was done, a quorum was established with 11 voting members.

2. Acceptance of REPT SC minutes: April 12, 2019, regular meetings.

Jack Casner made a motion to accept the minutes from the April 12, 2019 REPT Steering Committee meeting. Steve Dudley seconded the motion. The motion passed unanimously.

3. Region 2 REPT SC Chair report (Bill Richards)

No report.

4. DESPP – DEHMS Region 2 Update:

Region 2 Staff – Robert Kenny/ Jacob Manke/ Tom Lenart

Robert Kenny

A. Bob Kenny introduced the new Region 2 Coordinator, Jacob Manke. Bob said that he will be available during a transition period until May 24, 2019 and until the end of June 2019 part time.

B. Bob Kenny said that a new Trainer has been hired.

C. Bob said that the process to hire a new Planner is taking place.

D. Bob Kenny said that the SART Trailer from New Have is going to Manchester for a radiological decontamination exercise.

Jacob Manke

- A. Jacob Manke talked about his background.
- B. Jacob sent out the EMPG Version 1 Manual.
- C. There is a Stonegarden Grant For communities along the shoreline to enhance the FirstNet Operational capabilities. Anyone interested please contact Jacob.
- D. Jacob talked about a training and exercise workshop – TEPW - A committee will be formed. The committee is charged with doing a schedule of the exercises by the end of May. There was a discussion about incentives to towns and for someone to be the Chairman of Training and Exercise.
- E. There was a discussion about Appendix A coming from Rita and how that is doing.
- F. There was another discussion about the “Long Term Recovery Plan’ and if it is completed and available. Bob Kenny will check into those details.
- G. Jacob talked about the SART Team needing a vehicle to tow the SART trailer. A discussion followed concerning the type of vehicle to tow the trailer and the host of an event is usually the one to tow the trailer. A suggestion was made to check with Jim Buck for resources.

Tom Lenart

- A. Tom talked about the Local Emergency Operation Plans (LEOP). Tom said that there are about 12 plans that are complete and an additional 8 towns that are working on the plans. Tom has not heard from the other towns. There was a discussion about the EMPG money being available once the LEOP’s are complete.

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

2017 HSGP MOA’s

2018 HSGP MOA’s

- A. Torrance presented the list of MOA’s for 2017 and 2018 that he is waiting for. Torrance talked about the process that he has used to get the information. There was a discussion about who should contact the towns as soon as the 2019 budget comes out for MOA’s. The conclusion was to have Torrance contact the towns as he the fiduciary dealing with money.

Laura Francis asked what the difficulties are for getting the MOA’s. A discussion followed concerning the resolutions and the MOA’s. Bob Kenny will look into developing a guidance document and suggestions for the MOA’s.

- B. Torrance talked about the 2016 HSGP including the Supplemental Funds that will expire on June 30, 2019. Torrance talked about \$1,106.40 from training money that was not spent that is now available. A motion was made by Jack Castner to spend the remaining \$1,106.40 for supplies for the burn trailer. Jack will have products approved, invoiced and delivered

before June 30th. Steve Dudley seconded the motion. A vote was taken and passed unanimous.

C. Torrance talked about the 2017 grant and a proposal from Milford for the purchase of a hydraulic tank. Torrance recommends that the expenditure come from the 2017 equipment which presently totals \$33,467.06.

D. Torrance explained that he 2018 HSGP grant has a proposal for Team Leader Development Program Training for \$14,232. Torrance recommended that the money come from 2018 Training which presently totals \$53,365.

E. The 2017 EMPG – NHASH grant was presented by Torrance. Torrance said that communications equipment for \$20,734.46 was discussed with Mike Shove and safety suits from Safeware for \$2,894.50 totaling \$23,628.96. That will leave \$101.24 in the 2017 EMPG grant.

F. The 2018 EMPG – NHASH grant has been circulated. Torrance is working with Mike Shove on executing the necessary paperwork to have a submittal by June 7, 2019 deadline. The grant runs from July 1, 2019 to June 30, 2020.

6. Emergency Support Function Reports (ESF)

A. ESF 1 – Transportation (Jean Davies)

Jean said that she is still waiting on the State evacuation plan.

Jean is waiting to see if a USDA grant might be accepted. The grant involves planning for emergency management communications on buses.

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

There was a discussion concerning Frank Kiernan not representing a town but representing an agency and if that was permissible under the by-laws to be the Chairman of an ESF. The REPT Steering Committee didn't see a problem with a representative being from a PSAP as that had been a similar situation before. A motion was made by Jean Davies to appoint Frank Kiernan as the Vice Chairman of ESF 2, Jack Casner seconded the vote. Motion passed unanimous.

Frank spoke about the ESF 2 meeting that took place in New Haven. A schedule has been set that will be presented soon. A discussion at the meeting involved the proposed radio project which will coordinate PSAPS and EMS's which has a lot of logistics involved.

A discussion followed concerning the Blue Plan channel and the Red Plan.

Another discussion followed concerning the upcoming costs and assistances for the hotline.

Bob Kenny spoke about the continued enhancements to WebEOC and more efficiency. Bob talked about 'Web EOC flash' that is a newsletter with information about accessing, resources, trainings and a roster for WebEOC.

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)

No report.

F. ESF 6 – Mass Care (Susan Shaw)

No report.

G. ESF 7 – Resource Management (Jim Buck)

No report.

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

1. Bill Richards talked about an email that he got from Deepa Joseph asking for \$5,000 for training money. Bill said that the email involves an exercise that took place to evacuate the hospital, one of the results of the exercise resulted in the need to gather more information concerning hospital evacuations. A proposal is being done for an additional \$5,000 to do an exercise and bring in speakers with experience on doing hospital evacuation.

2. There was a discussion about ebola.

3. Bill Richards reported for Deepa Joseph that the Healthcare Coalition is going to be the State of CT and will be run through ESF 8.

I. ESF 9 – USAR (CT TF1)

No report.

J. ESF 10 – Hazardous Materials (Mike Shove)

Mike shove talked about the April 24, 2019 meeting where the EMPG 2017 money was used for some communications equipment and Level B suits. There is also a training on May 28th at the New Haven Fire Academy. All of the items will be purchased and delivered and training completed before June 30, 2019 which is the end of the grant cycle.

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

No report.

L. ESF 12 – Energy (Cathy Lezon)

Ed Delmonte introduced Tom Layton as the new Emergency Management person.

Ed said that training for Milford, North Haven and West Haven Fire Departments will be taking place.

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

No report.

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

Bill Richards said that they are waiting for the DEMHS book that will give them a check list to work from.

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)

No report.

7. Region 2 IMT

No report.

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

A. Bob Kenny talked about emergency management officials needing to make sure that they have the proper activation forms to get information back to DEMHS.

B. Bob also talked about how successful DART is. There was a call that they were able to quickly respond to and help with animals. Bob said that the situation is a great example of interregional mutual aid.

C. Bob Kenny said that there is going to be an exercise concerning animal response teams and the proper authorities to sign-off, and the importance of a Host Community. A discussion followed concerning DART and SART.

9. Bomb Squad Report

No report.

10. Training/Exercise Report

. Region 2 Training and Exercise Planning Workshop (TEPW)

Information will be coming about concerning the training.

11. Old Business

A. ASHE Committee Update –

Tom Lenart talked about the TEAKS active shooter training. Tom said that it went well and that it was well attended.

12. New Business

A. Bill Richards spoke about ESF 8 request for \$5,000 for training. Since there was not proposal sent out, voting will take place next month.

B. Sargent Joe Woznyk from North Haven Police Department presented a proposal for ESF 13 Team Leader Development Program. The training is a weeklong training program with National Tactical Officers Association (NTOA). There will be 20 opportunities. The cost is \$14,232 and funding will come from 2018 Training. A motion was made by Jack Casner and seconded by Steve Dudley. Motion passes unanimous.

C. Steve Dudley made a motion to fund \$57.11 for hydraulic oil for the Milford sign trailer. Jack Casner seconded the motion. Motion passed unanimous.

Bob Kenny talked about considering replacing the tires for all of the trailers with solid tires and not air filled tires. All of the trailers in Region 1 have done so.

13. Next Region 2 REPT SC meeting: Friday, June 21, 2019 at 9:30 am at the Milford Hospital, Auditorium B, 300 Seaside Avenue, Milford, CT

14. Adjournment

The meeting adjourned at 10:48 am.

Respectfully submitted by:
Janice Ehle/Meyer
River COG