

**DEMHS Region 2
REPT Steering Committee
December 20, 2019 Time: 09:30 AM
Bridgeport Hospital, Milford Campus, Yale New Haven Health System
Auditorium B
30 Seaside Avenue, Milford, CT
Attendance**

Voting Members:

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

Jean Davies, ESF 1 & ESF 11 (*); Jim Buck, ESF 7 (*); Deepa Joseph, ESF 8 (*); Mike Shove, ESF 10 (*); Jonathan Mulhern, ESF 13 (*); Bill Richards, ESF 14 (*); Steve Dudley, SCRCOG (*); Douglas Edo, SCRCOG EMD (*); Jake Manke, Regional Coordinator. Region 2 (*);

Guests:

Keith Flood, IMT West; Michael Neff, EMD Clinton; Jim Paturas, YNHHS; Susan Shaw, Red Cross; Paul Januszewski, North Haven FD; Laura Francis, Durham First Selectman; Tom Lenart, Reg 2 DEMHS Planner; Douglas Sharafanowich, CT ARES; Fred Palmer, Orange EMD; Kayla Wallace New Haven Emergency Project Manager;

- 1. Call to Order, Pledge of Allegiance, Introduction, Establish Quorum**
The meeting was called to order by Chairman Bill Richards at 9:32 a.m. the Pledge of Allegiance was done; a quorum was established with 10 voting members.

- 2. Acceptance of REPT SC minutes:** October 18, 2019, regular meetings.
Jake Manke made a motion to accept the minutes from the November 15, 2019 regular REPT Steering Committee meeting with suggested changes from Joel Severance. Mike Shove seconded the motion. Steve Dudley and Jim Buck abstained from voting. Motion passed.

- 3. Region 2 REPT SC Chair report (Bill Richards)**
Bill Richards reported that the Strength Weakness Opportunities & Threat (SWOT) Analysis are due for all of the ESF Working Groups and Specialized teams at the January 2020 meeting and the budget proposals will be due for the February 2020 meeting. Bill also reported that the new Bylaw's have come out and for everyone to please review them.

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

Jake Manke

- A. Jake reported that a severe cold weather alert had gone out for December 18th – 21st from Governor Ned Lamond. Jake asked that if a warming shelter is opened that the Web EOC account be updated accordingly.
- B. Coordinators are looking to build out contact lists specifically for CTIC.
- C. EPPI – Jake thanked Branford and Essex for hosting. Resident State Troopers attended.
- D. Jake thanked Tom Eighmie for agreeing to be the host EMD ESF–11 Animal Response team.
- E. Everbridge Alerts has an app for phones, let Jake know if you want it.
- F. FEMA has a representative assigned to CT. The representative will be doing a presentation at an upcoming REPT Steering Committee meeting.
- G. Committee Chairman are asked to go to the CERT meetings.
- H. CIRMA towns can get a School Safety Assessment at no charge.
- I. Jake will be taking off December 26th and Bob Kenny will cover for him.
- J. Jake asked for the Annual MOA's to be submitted.
- K. Jake attended an Eversource meeting and learned that if a town has Eversource gas that the liaison will be the same person as for electrical.

A question was asked about EOC activation and getting a list from Eversource. Jake will look into it.
- L. Jake said that the replacement radios have been delivered. They are currently being engraved and distribution will take place shortly through Tom Lenart.
- M. The Bylaw changes reflect FOI, the DEMHS Region 2 REPT web page will be updated as to meetings, minutes and contact information etc.
- N. Jake is looking to build up the working groups.

Tom Lenart

- A. Radio tests will be continuing.
- B. Tom said that LEOP's that are outstanding will need to be completed.
- C. Tom asked that EMD's check with their schools on their School Safety Security Plans to make sure that everything is current.

Dave Bradley

Dave was not able to attend the meeting but Jake Manke spoke for him saying: that Bryan Gran who is the Radiation Emergency Preparedness Supervisor and Training Division Lead, is developing a form for training requests, ensuring tracking and accountability.

Please visit DEMHS website regularly for training updates, posted to the training calendar

5. Fiduciary/ Lead RPO Report - Torrance Downes, RiverCOG

A. Torrance Downes explained that the procurement policy purchases require vendors to be listed on the State contract list, three quotes are required and sole source determination.

B. Torrance explained that 9 of the 30 MOA's for 2019 HSGP have been received.

C. Torrance said that the 2018 EMPG – NHASH grant is due on June 30, 2020. The funds used to date are \$11,802.31. The projects to take place total \$42,499.33 with a grand total of \$54,301.64.

D. 2017 HSGP expires on April 30, 2020.

- ESF-4 firefighting \$73.88

following issuance or PO for a third PortaCount Fit-tester to supplement two to be purchased with 2019 funds.

-Bomb Squad - \$5,387.59

\$3,000 to be used for replacement K-9 leaving \$2,387.59

-IMT - \$30,000

Satellite dish (pending all necessary approvals) single quote submitted

-Equipment Maintenance \$0.75

Following purchase of NHASH ESF 10 radios

E. 2018 HSGP expires on April 30, 2020

- ESF 2 \$70,000

- Bomb Squad \$48,000

- IMT \$6,600 TBNG

\$4,428 Mobil Sat

\$4,500 VEOCI

\$450 AT&T

\$450 Verizon

-Equipment Maintenance \$2,946.56 (unallocated) Following issuance of PO's for NHASH ESF 10- Radios (part 2 of 2- \$22,108.02) and six ESF 10- ballistic vests (\$24,954)

-ESF 5 – Cyber Security \$40,000

Total Funds Remaining \$177,374.56

F. 2019 HSGP expires April 30, 2022

- ESF 2 – PSAP to PSAP (Part 2) \$97,500

- ESF 2- TIC Plan Update \$18,000

- ESF 4- Firefighting \$16.05 (following issuance of 2 fit-testers (\$439,983.95)

- Bomb Squad \$17,200 Night Vision Equipment

\$56,185 Response Vehicle

	\$65,816 Explosive Disposal Suits (2)
-IMT	\$19,000 Equipment/Subscriptions
	\$6,000 Consultant
-Equipment Maintenance	\$16,400 Burn Trailer Maintenance
	\$2,950 PEAC/Aristatek Contract
	\$5,350 Higgins/Salamander Contracts/Software
	<u>\$7,258.20 Equipment Maintenance</u>
Total Funds Remaining	\$313,675.25

Jim Buck asked if the Field Day payment had been made and Torrance said that he would be getting that done.

6. Emergency Support Function Reports (ESF)

A. ESF 1 – Transportation (Jean Davies)

A. Jean Davies requested that a new Chairman be found for ESF 1 so that she can concentrate on being Co-Chair of ESF 13.

B. Jean Davies also requested that a new Vice Chair also be appointed.

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

A. Jake Manke did an update for the PSAP to PSAP project saying that this project has become more of a priority and that it will be moving forward.

B. Jake also said that the training deliverable needs to be done by June 2020 for the MCV and P25 radio systems. This is a RiverCOG deliverable.

C. Regional radios will need to come back to Jake for a retouch.

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)

Jim Buck reported that Southern CT Gas had their emergency drill. They were talking about incorporating their emergency restoration list, which Jim did not recommend.

School Safety (Jeff Neilson)

Bill Richards reported that he would like to put together a subcommittee on School Security and Safety. Jeff will be organizing a meeting end of January or beginning of February.

Cyber Security Committee (Rick Fontana)

Dave Bradley is working on training for municipalities. There was a discussion about duplicating efforts.

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

1. Susan Shaw reported that new cots have been obtained and are being distributed.
2. Susan also reported that the food plans have been completed with caterers.
3. Training will be increased to support mass casualty events.

G. ESF 7 – Resource Management (Jim Buck)

1. Jim Buck said that prior records are being reviewed for serial numbers, host communities and points of contact etc. for all regional equipment. The regional radios are also being looked into.

2. Jim Buck also said that ESF 7 will be needing a new Chairman. Jim said that there is a lot of value in coming to the REPT Steering Committee meetings to see who is involved and to understand the system etc. A suggestion was made to look at Junior leadership candidates too.

3. There was a discussion about the process of maintaining equipment and making determinations about when equipment is no longer repairable or repairs are not practical. What is the DEMHS State policy for equipment or does Region 2 need to draft a policy for regional assets? A discussion followed.

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

Deepa Joseph reported that they will be doing an exercise for Ebola or infectious diseases in April/May.

I. ESF 9 – USAR (CT TF1)

No report.

J. ESF 10 – Hazardous Materials (Mike Shove)

1. Mike Shove reported that the radio purchase for 2017 and 2018 are moving forward, the PO's have been cut by RiverCOG.
2. There was a call for advanced metering on December 9th by the southern region.

3. All 5 - ESF 10 groups will be meeting on January 7, 2020. They are working on standardizing things across the regions.
4. Hosting a Field Day on April 28, 2020 at New Haven Fire Academy.
5. There has been some asset reallocation for NHASH equipment in the Northern Division. Mike suggested that they be looking at the bigger equipment.
6. Mike has been working on the NHASH team website.
7. Mike said that the next meeting is on January 14, 202 at the New Haven Fire Academy at 9:30 am.

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

1. Jean Davies reported that they are working on a Statewide Geospatial Needs Assessment for agriculture. MetroCOG is doing the work that will eventually be expanding to other regions in the State for emergency support systems function aspect for food systems that can be mapped. Jake Menke suggested that Jean contact The Radiation Unit for GIS work that is also being done.

L. ESF 12 – Energy (Lynn Vasquez)

No report.

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

1. Laura Francis said that she is on the Safety Circuit Riders Advisory Committee who had a presentation by Fairfield PD on their Accident Reconstruction Scanner machine. Jonathan Mulhern said that they also have one. It is a scanner that will scan a roadway in a 3D picture. A discussion followed. Jonathan said that if a situation comes up and anyone needs the equipment, that they will come out and use it for them.
2. Laura also said that she learned about ArcGIS which is a weather information service. Each town should have one license and can see where the weather is.

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. Jake Manke reported that Captain Graham is retiring and a replacement is in process.

7. Region 2 IMT - Keith Flood

A. Keith Flood reported that they assisted at the Durham Fair and developed an after-action report.

B. Keith reported that they have been approved for the satellite project on the 2017 budget.

C. Keith said that they are currently reviewing the agreement with TBNG.

D. Keith reported that the trailer maintenance is currently being sought.

E. Keith reported that they are looking to do a training class.

F. Keith said that they are still working onto the consulting position.

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

Bill Richards reported for Joel Severance saying:

DART

- There was horse stuck in the mud that the team responded to.

Community Service

- Interview CT Service Magazine
- CVMA meeting
- Middletown EM/CERT
- North Coventry FD
- CT Chiefs Council
- Gift baskets for pets

2020

- Presentations for Fire Depts
- Presentation for Large Animal
- Rabies Clinic
- Memorial Day parade and Safe Trick or Treat in Durham
- Hoping to do a Large Animal Technical Rescue Training
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Orange

- Training on cold weather appropriate clothing
- Christmas Party
- Swearing in at January meeting

CERT

- Univ New Haven graduated 15 members – Graduated 10 CERT Teams
- Valley Shore packed baskets

- Wallingford – Radio for Santa event.

9. Bomb Squad

No report.

10. Old Business

Bill Richards reported that Jake Manke distributed the 2020 meeting schedule for REPT Steering and REPT meetings. Sites are all confirmed.

12. New Business

- A. Bill Richards reminded everyone that proxy letters are due for 2020.
- B. Laura Francis reported that the Public Safety Chairs a& Ranking Members of Legislature are holding a meeting to discuss the consolidation of PSAPs.
- C. Laura Francis also reported that STEAP funds were released this week.

13. Next Region 2 REPT SC meeting: Friday, January 17, 2020 – Guilford Fire Department – 390 Church Street, Guilford, CT

Respectfully submitted by:
Janice Ehle/Meyer
RiverCOG