



STATE OF CONNECTICUT  
DEPT. OF EMERGENCY SERVICES & PUBLIC PROTECTION  
**DIVISION OF EMERGENCY MANAGEMENT & HOMELAND SECURITY**



**Minutes**  
**DESPP-DEMHS Region 2**  
**Regional Emergency Planning Team (REPT) Special Meeting**  
**September 20, 2019**  
**Immediately following REPT-SC meeting**  
**Guilford Fire Department**  
**Church Street, Guilford, CT**

**1. Call to Order/ Pledge of Allegiance/Establish a Quorum**

Laura Francis called the meeting to order at 11:43 am with 20 voting members.

**2. Public Comment**

**3. Review and acceptance of REPT minutes** – January 18, 2019 regular meeting.

Rick Fontana made a motion to accept the minutes from the REPT meeting on January 18, 2019. The motion was seconded by Mike Maglione. Motion passed unanimous.

**4. Region 2 REPT Chair Report** (Laura Francis)

**5. Fiduciary Report** (Torrance Downes, RiverCOG)

Tom Eighmie made a motion for the Fiduciary report and the ESF reports from the Steering Committee meeting to be included in the minutes. Mike Maglione seconded the motion. Motion passed unanimous.

The Fiduciary report and the ESF reports from the Steering Committee meeting read as:

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

Torrance talked about the process required for equipment purchases. He talked about when quotes are necessary, once a quote is secured by the Program Manager, and when RiverCOG can issue a check, etc.

**Emergency Support Function Reports (ESF)**

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

No report.

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

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1. Jared reported that they have been busy assisting other ESF's and getting approvals for Phase 1 of the PSAP project. They went to the Interoperability Committee meeting where the project was adopted as a Statewide initiative for replacement of the PSAP to PSAP (Hotline).

2. Getting the Interoperability Communications plan updated.

**C. ESF 3 – Public works (Walter Adametz)**

1. Walter Adametz spoke meetings that he had and about the proposal for the sign trailers.

**D. ESF 4 – Firefighting (Chief Jack Casner)**

No report.

**E. ESF 5 – Emergency Management (Rick Fontana)**

A. Rick Fontana reported that he had been working with the State Fiber Security Planning Group, dealing with training and planning.

B. Submitted the 2020 SWAT analysis.

C. Rick also reported that the MCB2 is out of service and will be out for 2 to 4 weeks.

**F. ESF 6 – Mass Care (Susan Shaw)**

1. Susan Shaw said that Mass Care will be replacing cots

2. Susan reported that they continue to work through hurricane planning and getting the MOU's in for the multijurisdictional shelters.

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

Jim Buck reported that there was a meeting last week concerning updating and combining inventory and purchases. The updating is going to include some additional requests from everyone.

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

1. Deepa reported that they have transitioned from the Regional Health Care Coalition to the State-Wide Health Care Coalition.

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2. Deepa introduced Olivia Chamberlin as the Region 2 Regional Public Health Emergency Preparedness Coordinator. Olivia said that as of July 1, 2020 – the grant lasting 5 years, and began working on regionalizing all health departments, emergency preparedness planning activities by standardizing systems and information. There will be an upcoming exercise concerning this.

**I. ESF 9 – USAR (CT TF1)**

No report.

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

1. Mike reported that a regular bi-monthly meeting schedule has been decided on. The next meeting is November 12, 2019.
2. Mike also reported that on Oct 18<sup>th</sup> and 19<sup>th</sup> there will be a training.

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

1. Bill Richards reported for Tyler Roasa saying that he had met with Susan Shaw concerning sheltering pets
2. Tyler also met with the radiological unit to talk about sheltering animals contaminated with radiation.
3. Tyler is looking for a host town for CTSART.

**L. ESF 12 – Energy (Cathy Lezon)**

No report.

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

1. Jonathan Mulhern reported that Jacob had attended the South-Central meeting.
2. The meeting included a vote to support the PSAP to PSAP project.

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

Bill Richards reported that “Long Term Recovery” is now in the CEO/EMD handbook. Bill thanked Susan Shaw for her help.

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**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)**

1. Rick Fontana reported that a SWAT had been submitted.
2. Rick reported that he had attended the moving deployment exercise in the harbor.
3. Rick has also been working the URI oceanography group to complete their shipping channel.

**Region 2 IMT -Tim Baldwin**

- A. Tim Baldwin reported that the SWAT analysis request had been updated.

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

**Highlights from Statewide Citizen Corps Advisory Council meeting.**

- A. Joel reported that Teen CERT – ages 16 – 18 can take basic training course but are limited on what can be in their back packs.
- B. Basic Training manuals are still on backorder
- C. CERT/MRC Annual Training Day is September 26, 2109
- D. Train the Trainer classes on October 19, 2019 and October 26, 2019.
- E. ID tags are still a problem.
- F. Hamden CERT training complete.
- G. Milford CERT -speakers reviewed VOST and Next Door apps.
- H. UNH welcomed 18 new CERT Team members.
- I. Wallingford has a Cert Basics Course planned for October.

**DART**

- A. Some presentations were made.
- B. In November members will attend a Technical Large Animal Emergency Rescue Training.
- C. Deep River gave a demonstration of animal oxygen masks and were later called to use them.

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**Bomb Squad**

Roasa talked about doing some open houses to demonstrate that they are a regional team. Looking for hosts for the programs.

**6. Old Business**

1. By-Law Committee Update

**7. New Business**

1. Review of FFY 2019 DEMHS Region 2 HSGP, REPT – Steering Committee, Proposed Budget
2. Consideration of Adoption of FFY 2019 DEMHS Region 2 HSGP. REPT – Steering Committee, Proposed budget  
Joe Woznyk made a motion to accept the recommendations from the Steering Committee for the FY 2019 budget. Rick Fontana seconded the motion. Motion passed unanimous.

The Steering Committee minutes read as:

- A. Torrance lead the discussion about the 2019 HSGP Grant. Torrance explained the project requests and presented a worksheet concerning the 2019 ALCRA Available Funding.
- B. Each ESF presented their projects.
- C. There was a discussion about ESF 13 – Ballistic Vest Replacement \$35,000 concerning Bomb Squad regional teams.

- D. The available funds from 2017 HSGP are:
 

Law Enforcement -	\$14,538
IMT-	\$25,000
Equipment Maintenance	<u>\$25,409</u>
Total	\$64,947
- E. The available funds from 2018 HSGP are:
 

IMT-	\$10,000
Training	<u>\$26,000</u>
Total	\$36,000

Grand Total                      \$100,947

A discussion followed concerning using the above funds.

Rick Fontana made a motion to accept all of the projects except the \$69,624 for the ESF 10 HASMAT 30 Tac Comm Portable Radios. Mike Maglione seconded the motion. A discussion followed asking for ESF’s to prioritize the projects and to have some money available for equipment maintenance. A discussion followed.

Roasa was asked to prioritize the 4 Bomb Squad projects. The priorities are  
#1. Night Vision -                      \$17,200

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- #2. Response Vehicle – \$56,185
- #3. 2 Set Bomb PPE - \$65,816
- #4. Vessel, Disposal, Incineration \$31,849

In order to align the project costs and the total for the 2019 budget, a suggestion was made to take projects and add them to 2017 HSPG or 2018 HSGP budgets:

1. ESF 3 Public Works – Mobile signs for \$ 18,430 was removed from the 2019 budget.
2. ESF 10 HAZMAT – 30 Tac Comm Portable Radios for \$69,624 was removed from the 2019 budget.
3. ESF 13 Law Enforcement – Ballistic Vest Replacement for \$35,000 was removed from the 2019 budget.

The revised motion from Rick Fontana was made for the above projects totaling \$122,430 to be removed from the 2019 budget and to be added to 2017 and 2018 budgets. Mike Maglione seconded the motion. All approved unanimous.

4. A suggestion was made to calculate the available funds from 2017 and 2018 and use those funds for some of the proposed projects. The total of available funds from 2017 and 2018 is \$98,000.

**Next Regular REPT meeting** –November 15, 2019 – Cheshire Fire Department, 250 Maple Avenue, Cheshire, CT

**Adjournment**

The meeting adjourned at 11:47 am.

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