

**Statewide Citizen Corps Advisory Council Meeting  
July 21, 2016  
Meeting Minutes**

DESPP Headquarters, Room 348  
1111 Country Club Road  
Middletown, CT 06457

**Voting Members In Attendance:**

**In Person:**

Mark Amatrudo (Co-Chair)  
Norma Peterson (Region 1 REPT)  
Joel Severance (Region 2 REPT)  
Harley Graime (Region 3 REPT)  
Don Janelle (CEMA)  
Katherine McCormack (CR-MRC)  
Eric Scoville (Planner)  
Thomas Romano (DEMHS Trainer)  
Don Davis (Region 3 REPT)

**Via Phone:**

Joanna Rogalski (Region 5 REPT)  
Paul Gibb (Region 5 REPT)  
Thomas Vannini (Region 5 Coordinator)

**Voting Members Absent:** Jean Davies (Region 2 REPT), Jim Larkin (Region 4 REPT), Jeff Williams (Region 4 REPT), Robert Kenny (DEMHS Region 1), John Field (DEMHS Region 2), Mike Caplet (DEMHS Region 4).

**Quorum Present:** Yes

**Others In Attendance (Person/Phone):** Bob Freeman (Hamden OEM), Brenda Bergeron (DESPP/DEMHS), Cheryl Assis (CRCOG), Gary Ruggiero (DESPP/DEMHS), Henry Pasczuc (DESPP/DEMHS), Robert Scata (DESPP/DEMHS), Joseph Duberek (DESPP Fiscal), Rita Stewart (DESPP/DEMHS), Jayme DiPace (Avon).

**I. Call to Order & Pledge of Allegiance (1:30)**

**II. Opening & Public Comments:**

**III. Approval of March 17, 2016 Meeting Minutes:** A motion made by Joel Severance, seconded by Norma Peterson, motion carried, 1 Abstention Don Janelle.

**IV. DESPP/DEMHS Grants Report:**

Rita Stewart gave an update on Citizen Corps grant approvals. A copy of that report is attached to these minutes.

A motion to accept the report made by Joel Severance, seconded by Don Janelle, motion carried.

**Financial Report (5/19/16):**

HSGP-2014- \$16,000 in funding is remaining, please submit completion reports. We are currently using a deliverable based completion report for planning. We are working with the Councils on the submission of deliverables to minimize what needs to be submitted. This grant will be closed on 8/31/2016.

The new process has worked well, please remember to submit in hard copy. Discussion was held on the disbanding of the Burlington CERT TEAM. Cheryl will contact the town and confirm whether or not the training class was held.

**V. Regional Council Updates/Reports**

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**DESPP/DEMHS-** Updates included the Aug 1 & Aug 16<sup>th</sup> REP exercise and a new version of WEBEOC is live. WEBEOC Classes are scheduled, for additional information please send an email to training unit. Let your towns know that CERT members are able to attend this training.

## **Region 1 REPT:**

### **Norma Peterson:**

Sue Prosi is no longer with West COG, she covered all of Reg. 1. Dave Hannon has agreed to act as a Regional Citizen Corps Council only for the WestCOG town. Towns from MetroCOG are without a COG to represent them. MetroCOG is hoping to take role, thus having two Citizen Corps councils. Norma is volunteering to step down to allow MetroCOG into the committee. Norma Peterson has been given the authority by the REPT to review and sign off as the Regional Citizen Council in the interim.

Multiple activities have occurred in Region 1 including a Zika awareness program by Fairfield, New Canaan, Wilton, Westport and Fairfield, and Wilton-Pipeline safety. R1 ESF 16 organized a workshop for all R1 CERTs to increase understanding of school emergencies and the draft Family Assistance Center Plan.

Wilton and various surrounding town CERT Teams will activate for the annual 9-1-1 United Motorcycle Ride.

## **Region 2 REPT:**

**Joel Severance:** Region 2 currently has 16 teams. During the past quarter there has been a total of 55 activations (4 emergency, 51 planned). Joel recommended the creation of DEMHS document that goes out to EMD/CEO that explains the value of having a CERT team in their municipality.

Discussed the importance of assigning a seat at the local EOC for a CERT person or staffing with CERT volunteers. If Cert Team Members are to be utilized in an emergency operations center they should be trained in WebEOC usage.

## **Region 3 REPT:**

**Don Davis:** July was a very busy month. A total of 7 teams were activated for fireworks for the Vernon-July in the Sky event on 7/6/16. A total of 150 hours of volunteer time was expended for that night. Also, Manchester held the Cruising on Main Street event in which 50-60 CERT members were activated.

There seems to be improved mutual aid between teams throughout the region due to email and in-person communication to establish relationships.

**Harley Graime:** Bristol CERT assisted with the Moving Vietnam War Memorial and the Car show in Bristol.

## **Region 4 REPT:**

No report

## **Region 5 REPT:**

**Paul Gibb:** A "Wires Down Safety Class" for CERT members scheduled for August. The Harwinton team also met. Litchfield team supported the June Litchfield Hills Road Race, however they were not officially activated. Amateur radio refresher program may be offered.

**Joanna Rogalski:** No update

**CEMA (Don Janelle):** No update

**MRC (Katherine McCormack):** Katherine McCormack communicated that Norwalk expressed

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interest in restarting an MRC. That statewide program is discouraging new startups and encouraging collaboration with existing Regional MRC's.

Regions 2 and 4 are very busy with MRC training and have shared training opportunities across the state.

The CT MRC Program is monitoring the 7 CT NACCHO Challenge awards, specifically, implementation.

Region 4 Uncas MRC has organized and trained the first CT/VOST (Virtual Operations Support Team) and anticipates expansion to Region 3 and possibly across the state.

## VI. Old Business:

### **2016 Activity Report Format:**

The same report that was used in 2015, will be used with some modifications. MRC language has been added to the Report. The activity report will provide an accurate picture of Citizen Corps active members and activities in the State during the year.

### **Updating active CERT Team List (Including Status and Contact Information) and CERT Operational Status Report:**

The intent of the group is update the CERT Team list and to develop a new and revised CT CERT Status Map for distribution.

## VII. New Business/Round Table Policy Discussion

### **Avon Fire Corps Presentation (Jamie DiPace) & Round Table Discussion on Fire Corps in Connecticut:**

The Avon Fire Corps is a unique entity that began originally as a CERT Team and acts like a CERT team. A need arose and they were absorbed by the Volunteer Fire Department and turned into a Fire Corps team. There are currently 20 active members who perform administrative duties and provide some incident support, including serving as Fire Police. Some of their duties are as follows:

- The Fire Corps currently responds to over 800 calls a year.
- The Fire Corps assists with fundraising, for instance, they assisted in fundraising for fire the fire training center. Annual campaign for the volunteer department raised \$70,000.
- Provides administrative support, for example they assist in data entry efforts and keep an up to date occupancy list.
- Fill in for full-time administrative staff.
- Assist in STEP program assistance and Program and plan with schools for the reunification of students.
- Assist in scene security.

Discussion ensued about how to start a team: Fire Marshall DiPace suggested that Marketing and get the word out to other departments was key to their success and that Grants might be possibly available through the IAFC.

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Rita Stewart of the DEMHS Grants provided a more in depth explanation of the allowability of the various volunteer organizations (under the Citizen Corps Umbrella of the Homeland Security Grant). Currently the CCP grant program is part of the Homeland Security Grant Program, therefore a terrorism nexus needs to be demonstrated. Based on DEHS guidance, Fire Corps are not eligible for funding.

If the team establishes itself as a CERT entity (and members receive CERT Training) and the team is activated through the CERT activation process (for traffic control and other activation roles), they could be eligible for funding as a CERT Team.

## **Multi-Fatality Drill at Camp Hartell (October 24 to 28, 2016)**

Taking place in October, this will be the first such drill to be held in the region which includes New York, Pennsylvania, Connecticut and New Jersey. Jonathan Best offered this opportunity to the Medical Reserve Corps, natural to ask CERT teams if they wish to be involved.

Asked that we have a write-up of requirements for CERT teams.

## **VIII. Adjournment- (~3:30 PM)**

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## Application Approvals by DEMHS July 21, 2016

Training Applications (Category A & B)							
CAT	Applicant	Approval Date	Amount	Project Start date:	Number of students	Backpacks Y or N	Notes
A	Torrington	6/06/2016	\$1,200	7/01/2016	13	Y	Trainer costs, Id apparel, supplies

Planning (Category C)			
Applicant	Approval date	Amount	Planning Period
River COG	6/15/2016	\$2,000	7/01/2016-12/31/2016
Northwest Hills	7/06/2016	\$2,000	7/01/2016-12/31/2016
Western COG	7/06/2016	\$2,000	7/01/2016-12/31/2016
Northeastern CT COG	7/06/2016	\$2,000	7/01/2016-12/31/2016
Capital Region COG	7/13/2016	\$2,000	7/01/2016-12/31/2016

Equipment (Category D)			
Applicant	Approval date	Amount	Description
Torrington	6/06/2016	\$1,000	ID apparel
Hamden	6/07/2016	\$1,000	ID apparel