

**Statewide Citizen Corps Advisory Council Meeting
January 19, 2017
Meeting Minutes**

DESPP Headquarters, Room 252
1111 Country Club Road
Middletown, CT 06457

Voting Members In Attendance:

In Person:

Don Davis (Region 3 REPT)
Don Janelle (CEMA)
Eric Scoville (Planner)
Harley Graime (Region 3 REPT)
Jean Davies (Region 2 REPT)
John Field (DEMHS Region 2 Coordinator)
Mark Amatrudo (Co-Chair)
Norma Peterson (Region 1 REPT)
Thomas Romano (DEMHS Trainer)

Via Phone:

Henry Paszczuk (DEMHS Region 5 Planner)
Jim Larkin (Region 4 REPT)
Joanna Rogalski (Region 5 REPT)
Mike Caplet (DEMHS Region 4 Coordinator)
Paul Gibb (Region 5 REPT)
Robert Kenny (DEMHS Region 1
Coordinator)
Thomas Vannini (Region 5 Coordinator)

Voting Members Absent:

Dave Hannon (Region 1 REPT), Katherine McCormack (MRC), Joe Sastre (Region 4 REPT)
Joel Severance (Region 2 REPT)

Quorum Present: Yes

Others In Attendance (Person/Phone):

Bob Freeman (Hamden), Dave Lewis (Hamden CERT), Dr Sheldon Yessinow (CT SART), Dr. Arnold Goldman (CT SART)

I. Call to Order & Pledge of Allegiance (1:35)

II. Opening & Public Comments:

A motion made to condense meeting minutes. Motion made by Norma Peterson, seconded by Harley Graime, motion carried unanimously.

III. Approval of November 17, 2016 Meeting Minutes:

A motion to accept the minutes made by Norma Peterson, seconded by Harley Graime, motion carried unanimously.

IV. DESPP/DEMHS Grants Report:

Mark Amatrudo (in Rita's Absence) gave an update on Citizen Corps grant approvals. A copy of that report is attached to these minutes. **(See Attached list of approved grants).**

A motion to accept the report was made by Harley Graime, seconded by Don Davis, motion carried unanimously.

Financial Report (1/19/2017): See attached financial report compiled by Rita Stewart. The current remaining balance is **\$65,625.44**. Of that amount **\$33,607.50** has been

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obligated to pre-approved projects. Thus the remaining balance (if all approved applications are submitted for) is \$32,017.94.

V. **Regional Council Updates/Reports**

DESPP/DEMHS:

Region 1 Update:

Dave Hannon: No report

Norma Peterson:

Fairfield- Basic training class in March

Monroe- Assisted Health Dept. in vaccine distribution exercise

Bridgeport- Completed class in 12.2016 CERT assists in shelter ops during cold weather.

Stratford- Participated in animal response training and opioid addiction training & Narcan kits distributed.

Region 2 Update:

Jeanne Davies: No Report, present at meeting.

John Field: Moderate CERT activity reported by the DEMHS Region 2 Office.

Joel Severance: Joel has provided the following updates:

- Requested updates from all CERT team leaders.
- Updated teams on the inventory of ball caps, wool caps, SOG's.
- Would like to discuss a future CERT workshop on educating the municipality on the value of having a CERT team, and the finding and retention of volunteers

Region 3 Update:

Don Davis:

- Manchester holding a basic training
- 2 Cat A grants for South Windsor and Wesleyan University have been requested.

Harley Graime: The following update was provided...

- Discussed CERT ambassador program and Hartford Library emergency preparedness talks.
- Mentioned www.getreadycaitolregion.org
- Held region wide meeting at the South Windsor EOC, in the old post office building
- Discussed more mutual aid between teams at the preparedness committee.

Region 4 Update:

Joe Sastre: No report

Mike Caplet: We have not had any activations since our last council meeting. There was a

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missing person incident in Sterling, but due to a large number of volunteer firefighters and local citizen volunteers, there was no request for any assistance from CERT volunteers.

Region 5 Update:

Paul Gibb: Municipalities with CERT teams were contacted and asked to provide information for the annual report. To date, two of the more active teams have responded. The remainder will be contacted by phone and asked to provide information so the report can be submitted on time.

Joanna Rogalski: The City of Waterbury Emergency Management Director, Adam Rinko, contacted Joanna Rogalski regarding the process by which to recognize and register a new CERT at Post University, located in Waterbury, would like to sponsor CERT. After consulting T. Vannini, REPT Region 5 Coordinator, Ms. Rogalski provided information to Mr. Rinko via email on December 29, 2016.

CEMA (Don Janelle): Mr. Janelle attended the FEMA Region 1 Talk Shop. Said it was a very informative conference call with best practices.

MRC (Katherine McCormack): Not in attendance due to Rich Serino presentation this morning at the University of Hartford. The CT MRC program is a sponsor of today's forum and invited Rich to come here. Katherine has been after the CT MRC units to submit for the Citizen Corps annual report. I have several and others slowly coming in to me.

VI. Old Business:

CERT Activity Report

- Recognition for teams with most activity numbers across the state with a summary.
- Tom Romano will be collecting and compiling the data.
- Make instructions as detailed as possible.

VII. New Business:

State Animal Response Team Presentations (SART):

- Dr. Yessinow and Dr. Goldman provided an Animal Rescue Team Presentation
 - SART teams formed as a CERT SART to activate under Title 28.
 - Hope to cross train members of CERT teams for animal response
 - Ask CERT to become partners with SART.
- Motion made to pass a resolution encouraging this partnership pending review by DESPP/DEMHS, made by Don Davis, Seconded by Norma Peterson. Motion approved.

Approved Language of Resolution:

"The Statewide Citizen Corps Advisory council recommends that individual CERT Teams encourage and allow their members to take advantage of State Animal Response Team (SART) training to allow them to assist in setting up, operating and demobilizing pet shelters.

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SART will initiate the offer for such training, as long as proper communication and coordination with their local Emergency Management director and Animal Control Officer takes place.

The CERT members trained in SART procedure will need to be members of a specific CERT team and properly activated, furthermore if someone is activated as part of a SART under a CERT activation, that fact should be noted on the activation request form”

Stop the Bleed Campaign:

Bob Freeman, Discussed the possibility of purchasing Homeostatic gauze and tourniquets using CERT funding if supplemental or remaining funding exists at the end of a fiscal year. He also discussed using training funding to hold DHS “Stop the Bleed” training which encompasses bleeding control for the injured, how to use a tourniquet, improving survivability training and first-care provider training. Visit www.dhs.gov/stopthebleed. He will obtain additional information and costs for discussion at a future meeting.

VIII. Adjournment- (3:34 PM)

Motion to adjourn made by Don Davis, seconded by Norma Peterson. Motion approved.

**Citizen Corps Meeting
January 19, 2017**

FFY 2015 Allocation	9/01/2015-8/31/2018	\$75,000.00	
Current balance on FFY 2015			\$65,625.44
Pending submission of completion report		(for approved applications)	
<u>category</u>	<u>amount</u>	<u>applicant</u>	<u>description</u>
Planning	\$0.00	RIVERCOG *	7/1/2016-12/31/2016
	\$2,000.00	NECCOG	7/1/2016-12/31/2016
	\$2,000.00	CRCOG	7/1/2016-12/31/2016
	\$2,000.00	NVCOG	7/1/2016-12/31/2016
	\$2,000.00	NWHILLS	1/01/2017-6/30/2017
	\$2,000.00	NVCOG	1/01/2017-6/30/2017
	\$2,000.00	RIVERCOG	1/01/2017-6/30/2017
Training	\$1,200.00	CRCOG-Hartford	approved 8/03/2016
	\$1,000.00	Hamden	approved 7/21/2016
	\$1,200.00	Bridgeport	approved 9/14/2016
	\$1,200.00	New Milford	approved 9/15/2016
	\$1,000.00	CRCOG/Canton	approved 9/27/2016
	\$1,200.00	CRCOG/E. Haddam	approved 9/27/2016
	\$1,200.00	Ridgefield	approved 10/19/2016
	\$500.00	Killingworth	approved 11/14/2016
	\$1,200.00	CRCOG/Tolland	approved 11/21/2016
	\$1,200.00	CRCOG/Manchester	approved 11/21/2016
	\$1,200.00	Bridgeport	approved 12/15/2016
	\$1,200.00	Fairfield	approved 1/17/2017
	\$1,000.00	Hamden	approved 1/17/2017
Equipment	\$1,000.00	CRCOG/Middletown	approved 7/25/2016
	\$1,000.00	CRCOG/Hartford	approved 7/25/2016
	\$1,000.00	CRCOG/Newington	approved 7/25/2016
	\$1,000.00	Ridgefield	approved 9/09/2016
	\$507.50	Newtown	approved 9/15/2016
	\$1,000.00	CRCOG/E. Hampton	approved 9/27/2016
	\$1,000.00	Ellington	approved 9/27/2016
	\$800.00	Bethel	approved 11/14/2016
Total pending (if approved applications are submitted for full amount)			\$33,607.50
Funds available			\$32,017.94

* RIVERCOG \$1,000 paid, \$1,000 encumbered

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Citizen Corps Program - 2016-17 applications and approvals

No.	Category	Name of Applicant	Organization Requested for	Requested	Approved	Date of Approval	Project Activities	other approval details	back-packs	Completion Form on File	Amount Processed	cancelled	reimb. processed or no funds requested				
												Fiscal Ref Code (DPS 33)	Date of DPS 33	FFY	Notes		
January 21, 2016 Meeting																	
16-01	A	Fairfield	-	\$1,000.00	yes	1/21/2016	basic training	class start 3-05-2016		yes	\$388.00	438079	5/12/2016	14			
16-02	A	CRCOG	East Haddam	\$1,000.00	yes	1/21/2016	basic training	class start 3-17-2016		no					class cancelled		
16-03	A	CRCOG	East Hampton	\$1,000.00	yes	1/21/2016	basic training	class start 2-08-2016		yes	\$500.00	438081	7/12/2016	14			
16-04	A	Seymour	-	\$1,000.00	yes	1/21/2016	basic training	class start 2-02-2016		no					class cancelled		
16-05	C	NVCOG		\$3,000.00	yes	1/21/2016	planning	Jan 2016- June2016		yes	\$3,000.00	428614	7/22/2016	14			
16-06	C	NECCCOG		\$1,500.00	yes	1/21/2016	planning	Jan 2016- June2016		yes	\$1,500.00	420047	8/8/2016	14			
March 17, 2016 Meeting																	
16-07	A	Hamden		\$1,000.00	yes	3/17/2016	basic training	class start 3/23/2016		no					class cancelled		
16-08	A	Bridgeport		\$1,000.00	yes	3/17/2016	basic training	class start 5/2016		no					class cancelled		
16-09	A	Bridgeport		\$500.00	yes	3/17/2016	basic training	class start 4/2016		no					class cancelled		
16-10	A	Monroe		\$1,000.00	yes	3/17/2016	basic training	class start 4/2016		yes	\$1,000.00	428666	7/22/2016	14			
16-11	A	Redding		\$1,000.00	yes	3/17/2016	basic training	class start 3/22/2016		yes					class completed no cost		
16-12	A	Southbury		\$1,000.00	yes	3/17/2016	basic training	class start 3/14/2016		no					class cancelled		
16-13	A	CRCOG	Vernon-Stafford	\$1,000.00	yes	3/17/2016				yes	\$1,000.00			14	appr by DEMHS		
16-14	B	Woodbury		\$250.00	yes	3/17/2016	adv	class start 3/23/2016		no					class cancelled		
approved by DEMHS prior to May 19, 2016 meeting																	
16-15	A	CRCOG	manchester	\$1,000.00	yes	3/1/2016	basic training			yes	\$1,000.00	438081	7/12/2016	14			
16-16	A	Brooklyn		\$1,000.00	yes	4/20/2016	basic training	class start 4/30/2016		yes	\$857.75	420050	10/31/2016	15			
16-17	A	NW Hills		\$500.00	yes	4/18/2016	basic training	class start 4/20/2016		yes	\$226.12	420046	8/10/2016	14			
	D	CRCOG		\$20,985.00	yes		backpacks			yes	\$20,985.00	428631	6/16/2016	14			
approved by DEMHS prior to July 19 meeting																	
16-18	A	Torrington		\$1,200.00	yes	7/1/2016	basic training	training equipment id		yes	1,194.91	442558	10/4/2016	15	combined reimb		
16-19	C	RiverCOG		\$2,000.00	yes	6/15/2016	planning	7/01/2016-12/31/2016		yes	2,000.00	420051	10/31/2016	15	pd partial 1,000		
16-20	C	NW Hills COG		\$2,000.00	yes	7/6/2016	planning	7/01/2016-12/31/2016		yes	2,000.00	442604	1/4/2017	15			
16-21	C	Western CT COG		\$2,000.00	yes	7/6/2016	planning	7/01/2016-12/31/2016		yes	1,150.00	442559	12/22/2016	15			
16-22	C	NECCCOG		\$2,000.00	yes	7/6/2016	planning	7/01/2016-12/31/2016		no							
16-23	C	CRCOG		\$2,000.00	yes	6/13/2016	planning	7/01/2016-12/31/2016		no							
16-24	D	Torrington		\$1,000.00	yes	6/6/2016	equipment	id apparel - rev'd		yes	998.78	442558	10/4/2016	15			
16-25	D	Hamden		\$1,000.00	yes	7/7/2016	equipment	id apparel - rev'd		yes	1,000.00	420045	8/22/2016	15			
approved by DEMHS prior to September 15 2016 meeting																	
16-26	A	Hamden		\$1,000.00	yes	7/21/2016	training	class start 9/21/2016	Y	no					backpacks req		
16-27	A	CRCOG	Hartford	\$1,200.00	yes	8/3/2016	training	class start 10/2016	Y	no					backpack req		
16-28	D	CRCOG	Middletown	\$1,000.00	yes	7/25/2016	equipment	--		no							
16-29	D	CRCOG	Hartford	\$1,000.00	yes	7/27/2016	equipment	--		no							
16-30	D	CRCOG	Newington	\$1,000.00	yes	7/25/2016	equipment	--		no							
16-31	C	NVCOG		\$2,000.00	yes	7/27/2016	planning	7/01/2016-12/31/2016		no							
16-32	D	Ridgefield		\$1,000.00	yes	9/9/2016	equipment			no							
16-33	A	Bridgeport		\$1,200.00	yes	9/14/2016	training	class begins 9/17/2016	Y	no					backpacks req		
approved by DEMHS prior to November 2016 meeting																	
16-34	A	New Cannan		0	yes	9/20/2016	training	class begins 10/2016	Y	no					no funds req.		
16-35	D	Newtown	Newtown	\$507.50	yes	9/15/2016	equipment	upon approval		no							
16-36	A	New Milford		\$1,200.00	yes	9/15/2016	training	10/04/016	N	no							
16-37	B	CRCOG	Canton	\$1,000.00	yes	9/27/2016	adv training	traffic training		no							
16-38	A	CRCOG	East Haddam	\$1,200.00	yes	9/27/2016	basic training	10/29/2016	N	no							
16-39	D	CRCOG	East Hampton	\$1,000.00	yes	9/27/2016	equipment			no							
16-40	D	CRCOG	Ellington	\$1,000.00	yes	9/27/2016	equipment			no							
16-41	A	NW Hills COG		\$300.00	yes	10/4/2016	training	10/20/2016	Y	yes	173.12	442564	12/7/2017	15			
16-42	A	Ridgefield		\$1,200.00	yes	10/19/2016	basic training	11/05/2016 start	Y	no							
16-43	D	Bethel		\$800	yes	11/14/2016	id apparel			no							
16-44	B	Killingworth		\$500	yes	11/14/2016	adv. Training	start 1/2017		no							

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approved by DEMHS prior to January 2017 meeting															
16-45	A	CRCOG	Tolland	\$1,200.00	yes	11/18/2016	basic training	11/21/2016	Y						
16-46	A	CRCOG	Manchester	\$1,200.00	yes	11/18/2016	basic training	11/21/2016	Y						
16-47	A	Bridgeport		\$1,200.00	yes	12/15/2016	basic training	12/15/2016	Y						
16-48	C	Northwest Hills		\$2,000.00	yes	1/3/2017	planning	1/01/2017-6/30/2017							
16-49	C	NVCOG		\$2,000.00	yes	1/17/2017	planning	1/01/2017-6/30/2017							
16-50	C	RiverCOG		\$2,000.00	yes	1/17/2017	planning	1/01/2017-6/30/2017							
16-51	A	Fairfield		\$1,200.00	yes	1/17/2017	training	3/04/2017 start	Y						
16-52	A	Hamden		\$1,000.00	yes	1/17/2017	training	4/6/2017	Y						