

# Approved at 5/18/2017 SCCC Meeting

## Statewide Citizen Corps Advisory Council Meeting

March 16, 2017

### Meeting Minutes

DESPP Headquarters, Room 349

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)  
Joel Severance (Region 2 REPT)  
Katherine McCormack (MRC)  
Mark Amatrudo (Co-Chair)  
Norma Peterson (Region 1 REPT)  
Thomas Romano (DEMHS Trainer)

##### Via Phone:

Joanna Rogalski (Region 5 REPT)  
Paul Gibb (Region 5 REPT)  
John Field (DEMHS Region 2 Coordinator)

#### Voting Members Absent:

Joe Sastre (Region 4 REPT), Jean Davies (Region 2 REPT), Jim Larkin (Region 4 REPT), Mike Caplet (DEMHS Region 4 Coordinator), Thomas Vannini (Region 5 Coordinator), Robert Kenny (DEMHS Region 1 Coordinator).

#### Quorum Present: Yes

#### Others In Attendance (Person/Phone):

Dave Lewis (Hamden CERT), Bob Freeman (Hamden CERT), Rita Stewart (DEMHS Grants), Henry Paszczuk (DEMHS Region 5)

### **I. Call to Order & Pledge of Allegiance (1:40)**

### **II. Opening & Public Comments:**

A motion made to approve January Meeting Minutes. Motion made by Norma Peterson, seconded by Harley Graime, 1 Abstention Katherine McCormack. Motion Carried.

### **III. DESPP/DEMHS Grants Report:**

**Financial Report (1/19/2017):** See attached financial report compiled by Rita Stewart. The current remaining balance is **\$57,781.94**. Of that amount **\$34,500.00** has been obligated to pre-approved projects. Thus the remaining balance (if all approved applications are submitted for) is **\$23,281.94**.

A motion to accept the report made by Don Davis, Seconded by Harley Graime, Motion Carries. It was mentioned by Thomas Romano that we need to look at purchasing backpacks soon. It was discussed to poll the CERT Teams and set up a subcommittee to review the results of the poll, research any FEMA requirements and make recommendations as to what should be included in the backpacks we provide.

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### **IV. Regional Council Updates/Reports**

#### **DESPP/DEMHS:**

#### **Region 1 Update:**

##### **Norma Peterson:**

New Canaan- Continues to assist with traffic control.

Wilton- Activated for traffic control events and for structure fire to assist with perimeter control, trained in ICS.

Monroe- Planning April basic training, providing information to team regarding ALICE program dealing with school assailants.

Stamford- Public Safety Academy which incorporates CERT training, monthly trainings.

Fairfield- Monthly meetings. ARC/CERT partnership and cross-training.

Stratford- Shelter class by ARC.

Westport- Activation to assist community events, February basic training.

**Robert Kenny:** No report

#### **Region 2 Update:**

**Jeanne Davies:** No report

**John Field:** No report

**Joel Severance:** The following report was provided by Joel Severance:

#### **Active Shooter Training:**

Milford CERT and MRC volunteers received a presentation on what to do if you find yourself in a possible life threatening situation. The presentation was based on a recent news article from the Associated Press entitled "ordinary people trained to save lives in shootings, attacks..."

#### **Basic Training**

University of New Haven: 8 Graduating, Several UNH CERT members will be traveling to FEMA in Washington and then on to Emmitsburg for Advanced CERT training.

##### Hamden:

First Aid Stop the Bleed training

Feb Basic CERT training class graduated

Basic CERT training class in process

Teen CERT Basic Training Class

CERT Therapy K9 Demonstration

##### DART

Rabies Clinic scheduled for June.

Large Animal Clinic next quarter

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VSCERT- Valley Shore: CERT Members were trained in AHA CPR/AED adult, child and infant.

### **Out Reach Program:**

Milford: Collaborating with Yale University to develop a survey for volunteers to determine their willingness to participate in a neighborhood ambassador program. This is modeled after a Cuban program, where neighbors work together to help during hurricanes.

Hamden: "Let's Move" wellness fair, establish a display table with Emergency Preparedness pamphlets and displayed our Mobile Command Vehicle.

### **Region 3 Update:**

**Don Davis**: Committee met on the 6<sup>th</sup> of March- approved "Category A" submission for Vernon, Ellington and Somers.

Planned family/field day for September 9<sup>th</sup>.

Hartford Marathon planning

K9 therapy- Tails of Joy will be joining the Manchester team.

### **Harley Graime:**

Field day to assist in mutual aid between teams.

Bristol is currently in the middle of the STEP program for 5<sup>th</sup> Graders.

### **Region 4 Update:**

It was mentioned that the Region ESF-8 meeting occurs directly before this meeting, this will be changing in April.

**Joe Sastre**: No Report

**Jim Larkin**: No Report

**Mike Caplet**: No Report

### **Region 5 Update:**

**Paul Gibb**: Regional Training Program based at the Torrington Fire Department continues. The first regional event will be held in May. The Torrington Area Health District will do a training session on Point-of-Distribution operations. The next event will be held in July and is tentatively scheduled to be a flagger training session. Training events will continue to be held every other month thereafter.

Credentialing of CERT members has started with the collection of data forms and photo IDs. This information will be submitted to the NHCOC credentialing coordinator who will make the ID badges.

**Joanna Rogalski**: The CERT's of Southbury and Prospect have been contacted to provide information for the 2016 annual report. Prospect has provided some information; waiting to hear on the amount of funding received from the Town for CERT activities.

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### **CEMA (Don Janelle):**

CEMA lobbyist following three bill at the state capitol, Generator Bill, DEMHS Leadership bill, State employees “time-off” for CERT involvement.

### **MRC (Katherine McCormack):** There are 23 officially recognized MRC units in CT.

The winter 2017 issue of Readiness Dispatch was disseminated in December 2016. The Readiness Dispatch open and read rate remains high at 28%.

MRC Unit leaders continue to participate in monthly MRC Well Check conference calls. The most recent calls were January 10, 2017 and focused on the MRC Program Core Competencies. The Competencies were revised 2015 based on MRC Competency Advisory Committee; February 1, 2017 and March 1, 2017. The April Well Check will include the 2017 MRC and NACCHO Outstanding MRC award winners based on nominations submitted by a variety of sources.

The Capitol Region MRC supported the October 2016 Mass Fatality Management training with triage and first aid at Camp Hartel. Several other CT MRC unit leaders served as MRC Ambassadors and provided registration support.

The majority of CT MRCs submitted unit annual reports consistent with the CT Citizen Corps Council annual review and reporting process.

Many of the MRC activation requests during the last quarter have been in support of public health flu and Drive-thru Flu clinics, health fairs, Public Access TV, CT VOST training and regional training programs.

The 2017 MRC Challenge Award applications closed mid-December and several CT MRC units applied. There were seven CT units awarded funding in 2016. The CT program received six awards for 2017 and are focused on expanding volunteer community-based opportunities. Awards went to Torrington, Pomperaug, Naugatuck Valley, Quinnipiac Valley, Uncas, and Wallingford MRC Units.

The new MRC Coordinators in Stratford (Kelley), West Haven (Steve), and Wallingford (Bryan) are very active recruiting new members and training existing members locally and regionally.

The CT MRC Program was a sponsor with public health and emergency management partners for the Capitol Region’s January 19, 2017 forum focusing on leadership in crisis with former FEMA Deputy Administrator Richard Serino.

## **V. Old Business:**

### **Distribution of Hats, Lights and Field Guides.**

Remaining:

573 Wool Caps

200+ Field Guides

It was discussed that if the towns would like additional equipment, they must verify loyalty oaths with the DEMHS regional Office. One per person/per loyalty oath.

### **2016 Annual Activity reports**

Chief Amatrudo shared the draft of the Annual Activity Report, teams should have report in place before they receive funding.

From the data submitted the following teams have the most hours:

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- Fairfield
- Bethany
- Manchester
- Hamden

It was recommended that we discuss the use of ICS forms at the next meeting - noted for inclusion in the next agenda.

### VI. New Business:

#### **FFY 2017 Process/Budgets request Approach**

For FFY 2017, make budget presentation to request funding for FFY 2017. Received \$75,000 last year.

Next steps:

- Make a list of “shovel ready projects,” compile training information (numbers trained and the knowledge and skillsets gained through the training).
- Amend completion report for training to include reporting spot for numbers of persons trained and submission of rosters etc.

#### **Status of WestCOG/MetroCOG**

It was discussed that no Council of Government in DEMHS Region 1 is willing to take responsibility of CERT teams. WestCOG is doing it for the whole region. The REPT chair will be discussing this with the COGS.

Norma will be assuming responsibility to approve for WestCOG towns.

Towns can contact DESPP/DEMHS directly if they need project approval during this time of transition.

#### **VOST- Virtual Operation Support Team**

The development of VOST teams was discussed. MRCs are currently sponsoring this project which was developed by Christopher Tarantino and hosted by the Uncas Health District. Paid for by MRC challenge awards which went to the entire region. The most expensive part of the project is recruitment.

The main purpose of this program is to develop Social Media for Emergency Management using multiple platforms and working remotely to do the following

- Monitor Message
- Curate Message
- Amplify Message

Funding plan needs to be developed before this program is expanded and a sustainable funding source must be established.

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## Roundtable Discussion:

Acting Deputy Commissioner Hackett provided a DEMHS update and congratulated Mark Amatrudo for receiving the EMD of the year award.

## VII. Adjournment- (3:30 PM) Motion made by Joel Severance, Seconded by Norma Peterson. Motion Carried unanimously.

### 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	2nd co-17 dated 2/14	
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	NECCOG		\$2,000.00	yes	7/6/2016	planning	7/01/2016-12/31/2016		yes					pending review	
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	yes	\$1,000.00	422559	2/14/2017	15	backpacks req	
16-27	A	CRCOG	Hartford	\$1,200.00	yes	8/3/2016	training	class start 10/2016	Y	no					backpack requ	
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	\$2,000.00	442568	2/14/2017	15		
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		yes	\$507.50	442571	2/28/2017	15		
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			yes	\$792.00	442573	3/1/2017	15		
16-44	B	Killingworth		\$500	yes	11/14/2016	adv. Training	start 1/2017		yes	\$349.00	442574	3/8/2017	15	need addit info	

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	A	Torrington		\$1,200	yes	10/15/2016	basic training	10/2016 start	Y	yes	\$1,195.00	442570	2/14/2017	15	
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	2/1/2017	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						
approved by DEMHS prior to March 2017 meeting															
17-1	C	CRCOG		\$2,000.00	yes	1/18/2017	planning	1/1/2017-6/30/2017							
17-2	C	NECCOG		\$2,000.00	yes	1/25/2017	planning	1/1/2017-6/30/2017							
17-3	A	Windham		\$1,200.00	yes	2/1/2017	basic training	2/2/2017 start	Y	no					
17-4	A	CRCOG	So. Windsor	\$1,200.00	yes	2/3/2017	basic training	2/06/2017 start	N	no					
17-5	A	Hamden		\$1,000.00	yes	2/3/2017	Teen basic training	3/6/2017 start	Y	no					
17-6	A	Northwest Hills		\$300.00	yes	2/22/2017	basic training	3/22/2017 start	Y	no					



## Wanted: Social Media Heroes

Some heroes wear helmets. Others have a head for social media and an investigative spirit...so put your digital skills to use during disasters and large-scale emergencies. Yes, you can really help to save lives!



The Connecticut Virtual Operations Support Team (CTVOST) is a group of community volunteers whose mission is to assist emergency responders by monitoring and analyzing social media for important information and communications trends posted during emergencies.

**We need social media enthusiasts to join our team!**

- Receive **free training Feb 24 & 25** on how to use and monitor social media during disasters and large-scale emergencies
- “Deploy” from the closest computer or mobile device
- Connect and network with other social media peers



### Minimum Requirements:

- Be 18 years or older
- Join or currently belong to a Medical Reserve Corps unit

**SIGN UP TODAY!**

Scan the barcode above or  
For more information contact  
Sara Darlagiannis, CT VOST  
Coordinator at [skruczek@zoho.com](mailto:skruczek@zoho.com)

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