

Approved at 9/17/2019 Meeting

Statewide Citizen Corps Advisory Council Meeting

June 20, 2019

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 (CCP Planner)

Harley Graime (Region 3 REPT)

Jacob Manke (DEMHS Region 2)

Mark Amatrudo (Co-Chair)*

Norma Peterson (Region 1 REPT)

Robert Freeman (Region 2 REPT)

Robert Kenny (Co-Chair)*

William Turley (DEMHS Region 3)

Joel Severance (Region 2 REPT)

Via Phone:

Joanna Rogalski (Region 5 REPT)

John Field, (DEMHS Region 5)

Katherine McCormack (CR-MRC)

Paul Gibb (Region 1 REPT)

Voting Members Absent:

Jim Larkin (Region 4 REPT), Michelle Deluca (Region 1 REPT), Mike Caplet, (DEMHS Region 5), Vacant, (Region 4 REPT)

Quorum Present: Yes

Others In Attendance (Person/Phone):

Henry Paszczuk (DEMHS Region 5 Planner), Stephanie McGuire (DPH- MRC Coordinator)

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

II. Opening & Public Comments:

III. Approval of March Meeting Minutes:

A motion to accept the minutes made by Don Janelle, seconded by Norma Peterson, motion carried.

IV. DESPP/DEMHS Grants and Financial Reports:

On behalf of Rita Stewart, Eric Scoville, provided an update on Citizen Corps grant approvals and the current financial status of the of the CCP allocation of funds from the Homeland Security Grant Program (HSGP). A copy of these reports are attached to these minutes.

A motion to accept these reports was made by Norma Peterson, seconded by Robert Freeman, motion carried.

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V. Regional Council Updates/Reports:

A motion to defer the verbal regional report made by Norma Peterson, seconded by Bob Freeman, motion carried.

Reports provided to the Council at the bi-monthly meeting are now attached to the meeting minutes. Funding may be tied to the delivery of this report, please be sure to deliver this report if required. See attachments for submitted reports and summary.

VI. Old Business:

Annual Activity Report Summary Review

Co-Chair Amatrudo provided an overview of the 2018 report submission.

Highlights

- More teams/units reported this year over last year.
- In total approx. 55,000 volunteer hours were reported showing an increase of 5,000 hours over last year.
- There was an increase in the total number of emergency activations this year over last year, with longer durations of activation.
- More data was provided and harvested this year than in previous years.
- 12 teams did not respond.
 - Teams receiving grant funding must be up to date with reporting requirements.
- The executive summary was distributed to the Homeland Security Advisory Council in April of 2019.

Backpack Status & Order

On June 30, 2019 an order for 350 backpacks was submitted through CRCOG. They will contain the same contents as last time. DEMHS Training will provide a status update of available resources at the September SCCC Meeting.

Working Groups

A list of the proposed Working Groups with assigned members was sent out to the committee by Eric Scoville, there is room for a few more individuals on each of those committees. These working groups are tasked with certain policy and event planning duties and will report to the larger overall committee.

Highlights:

- The Training Working Group will meet in July to go over the details related to the Annual Training Day.

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- Supervisor Bryan Gran is responsible for the trainers, DEMHS will facilitate an introduction.
- DEMHS training should attend these meetings and the overall SCCC committee.

ID Tags and Credentialing:

The SCCC discussed statewide credentialing issues and concerns. The following are highlights from that discussion:

- The state currently is not endorsing one system for the credentialing process but is in the process of reinvigorating the overarching statewide credentialing committee.
- Regional contacts in each DEMHS region with equipment need to be identified.
- Explore the creation of a “hub” in each region tasked with CCP/CERT badging.
- Guidance regarding badging should be developed and placed within the CCP manual. We are approaching the rewrite cycle for the CCP manual for EMAP.

SCCC/CERT Training Day:

- Date pinpointed for early to mid-October, 2019
- Will be held at the CT Fire Academy, we are working to establish the final date and reserve the space needed.
- This is a full day event with approximately 10 different training sessions divided into the basic missions of CERT/MRC.

VII. New Business:

National CERT Association

- Infancy stages, coming out of California and Florida
- There are two people on the committee from each FEMA region
- Arlene Magoon and Sara Varela are both involved in each region
- Don Janelle and Mark Amatrudo were nominated for this position
- Conference in San Diego and in Florida
- 501 C-3 designation enables corporate involvement and donations. National CERT.
- California CCP is now solely self-funded. They have moved away from federally funded sustainment.

Budget for Next Fiscal Year

The SCCC submitted a Request for \$95,500 under FY 2019 funding. At the Homeland Security Working Group Meeting, the FY 2019 allocation was set at \$93,544.

MRC Strategic Plan Update

A presentation regarding the new MRC strategic plan was provided by Stephanie McGuire the DPH MRC Coordinator. A copy of this presentation will be attached to these minutes and a copy of the finalized Strategic Plan was requested to be distributed to Council members.

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MRC/DPH Volunteer Management Software

DPH is in the process of rolling out the new ESAR/VHP software for volunteer management. This system has the following capabilities:

- Create signatures and work flow processes to develop a paperless activation process.
- Run reports of available volunteers for specific events with unique skillsets.

This will likely be rolled out for the following volunteer teams in the coming months:

- MRC
- DBHRN
- Radiological (RAD) Volunteers

We will be exploring if cross-functionality of this system with CERT. With particular focus placed upon agency roles and responsibilities regarding CERT/MRC and Title 28 Approval requirements. The new MRC SOP is in development.

VIII. Roundtable Discussion:

- A motion was made by the committee to request guidance from DEMHS leadership regarding CPR, Stop the Bleed and Narcan training. Motion made by Bob Freeman, seconded by Norma Peterson, Motion carried.
- Trainers - is there a train the trainer for Teen CERT?
- Don Janelle- Contact Arleen Magoon if your team is interested in touring the FEMA bunker in Maynard, MA
- Requesting guidance from DEMHS Leadership regarding allowing team members convicted of a felon.

IX. Adjournment- (3:30 PM) Motion made by Norma Peterson, Seconded by Harley Graime. Motion Carried unanimously.