



**DEMHS REGION 4**  
**REPT Steering Committee Zoom Meeting Minutes**  
**Wednesday, January 26, 2022**  
**1:30 p.m.**

**Attending:**

<b>Name</b>	<b>Municipality/Organization</b>	<b>Name</b>	<b>Municipality/Organization</b>
Mark Paquette	SCCOG	Mike Caplet	DEMHS Region 4 Coordinator
Darlene Richards	DEMHS Region 4 Secretary	Richard Waselik	RESF 9 Search & Rescue Special Ops Co-Chair
Wayne Gronlund	REPT STC Vice Chair, RESF 2 Chair, CT Section Emergency Coordinator	Kristin Doundoulakis	RESF 3 Chair
Chief Floyd Chaney	EMD, Mashantucket Pequot T.N.	Jonathan Montey	Dep. Police Chief, Mohegan T.N.
Jim Randall	NECCOG Representative, EMD, Chaplin	Anthony Manfredi, Jr.	RESF 20 Chair, Dep. Chief Mystic F.D.
Paul Barnes	EMD/Fire Marshall, Montville	John Beck	NECCOG Representative, EMD, Scotland
Sue Rochester-Bolen	RESF 6 Chairman, American Red Cross	Rob Planchon	RESF 9 Search & Rescue Special Ops Co-Chair
Mark Sicuso	RESF 10 Co-Chair, City of Norwich F.D.	John Filchak	Executive Director, NECCOG
Tony Ruggiero	RESF 10 Co-Chair, CERRIT, Hazmat	Mary Savage	Connecticut College
Toni Rackliffe-Berlandy	RESF 12, Eversource	T.J. Magnoli	RESF 12 Eversource (North)
Michael Licata	REPT STC Chair, EMD/Fire Marshal, Windham	William Skene	EMD, Brooklyn
Stephen Mansfield	RESF 8 Chair, UNCAS H.D.	Louis Demicco	RESF 4 Co-Chair
Steven Sinagra	SCCOG Representative, EMD, Waterford	Scott Belleville	RESF 5 North Chair, EMD, Putnam
Captain Jay Bee	DEMD, Groton Town	Derek May	NDDH/EHHD, EMD, Pomfret
David DeNoia	RESF 3 Co-Chair, New London Public Works		

**Called to Order and Report of the Chair:** REPT STC Co-Chairman, Wayne Gronlund, called the meeting to order at 1:35 p.m. via Zoom teleconference and Mike Caplet determined that a quorum was present.

**Review/Acceptance of Past Minutes:** Before asking for a motion to accept the REPT STC meeting minutes for the 12-8-2021 meeting, Wayne Gronlund indicated a correction was needed to change the meeting start time from “1:332 p.m. to “1:32 p.m.”. *Wayne then asked for a motion to accept the meeting minutes as discussed, and Mark Sicuso made a motion to accept the 12-8-2021 minutes with the suggested correction, and Tony Ruggiero seconded the motion. The motion carried unanimously.*

**Public Comment:** There were no comments from the public.

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**Report from the Chairman:** Chairman Licata was not present, and Wayne Gronlund suggested that the Committee move onto Mark Paquette’s Financial Reports until Mr. Licata could join the meeting. The Committee agreed. Michael Licata later joined the meeting during Mark’s Financial Report update and said there was no report from the REPT STC Chairman.

**Financial Reports—Mark Paquette:** Mark reported that the FY2019 Homeland Security Grant ends in May. This means that Mark needs to cut checks for this grant on the first Friday in May. Mark expressed his concerns over several high balances from RESF Groups. He indicated that the RESF 5 Cyber Security Subcommittee Training group has \$33,000 left to spend and there are no projects in the works for this group. Mike Caplet indicated that this group has been delayed due to the Covid-19 pandemic, and that it hopefully will meet in February; however, Mike suggested that the Committee have a backup plan to spend this funding. Mike suggested that if the funding isn’t spent by early March of 2022, the Committee should choose another project and move the funds.

Mark also indicated that the RESF 13 Group still has \$72,192 of remaining funding that must be spent within four months, and the CERRIT Group has a balance of \$57,306.99. I am struggling with all of this. I might use funds from the FY 2020 or 2021 and look at bigger ticket items to take care of this, but we have not spent approximately \$290,000 of the FY2019 funding, and I need to put pressure on all of you because SCCOG cannot expend \$290,000 on June 1. We need the RESF’s to send in their spending over the next 4 months and not wait until June 1. We simply are running out of time to spend it. Michael Licata stated that we should not have placed you in this situation and asked if Mark could send the Committee his spreadsheet so all can see. Mark said yes he would send to Darlene the list of the bigger ticket items and have her send it out.

**Reports from the RESF Groups:**

RESF 1	Transportation	No report.
RESF 2	Communications	Wayne Gronlund reported that DEMHS Region 4 has 18 Kenwood UHF portable radios available for short-term loan to assist with exercises, drive-thru clinics or other uses. The portable radios are programmed with the UHF STOCKS channels and the UCALL/UTAC channels. Anyone that would like to use these radios should coordinate through the RESF 2 Communications Chairman, Wayne Gronlund.
RESF 3	Public Works and Engineering	Kristin reported that this group met virtually on January 6, 2022. This Group ordered two electronic message boards which will be delivered in March. Kristin reported that it would take 60 weeks to get the light towers. She said they did look at another vendor; however, this vendor was charging \$8,000 more so they didn’t utilize them. The next meeting for this group will be on Thursday, March 3, 2022.
RESF 4	Firefighting	Louis Demicco reported that their next meeting will be on January 27, 2022 at 7:00 p.m. at the Atwood Hose Fire Company in Plainfield. This group is still working on Command Cases and all Salamander

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		items have been ordered. Some of these have been received and delivered.
RESF 5	Emergency Management & Cyber Security Subcommittee	Scott Belleville, Co-Chair RESF 5 North, reported that this group has ordered the new trailer and it will be delivered in March. Mike Caplet also shared that RESF 5 generally meets as part of the RESP meetings that have been held on a by-weekly basis.
RESF 6	Mass Care, Housing and Human Resources	Sue Bolen reported that this group will be spending down their funding and ensuring that they are ready for the pending storm. Sue stated it is best not to open shelters before the storm approaches. We can wait to see what needs will be and we will look at opening the Multijurisdictional Shelters first if there is a need. I recently sent out an email with basic information regarding Winter Storm Preparedness. Winter storms are a bit different than preparing for hurricanes. Mike Caplet reported that we should plan for potential snowfall however we are still a few days out from the storm. We will know more as we get closer into the week.
RESF 7	Resource Support	No report.
RESF 8	Public Health and Medical Services	Michael Licata asked if anyone knew about the storage requirements for the rapid test kits that are being sent to households via United States Postal Mail. He specifically questioned if the kits were in colder temperatures would they freeze and affect testing results. RESF 8 Chairman, Stephen Mansfield agreed that he thinks it is an issue because they had to discard a half dozen of test kits because they were sitting in a car. He shared that the BinaxNOW Kits cannot be stored below 37 degrees; consequently, I do not see how this will work if the test kits get frozen. Michael Licata shared that he is wondering if this applies to test kits that are exposed to these temperatures for an hour or a few minutes. He asked Stephen to please check on these issues for the Committee.
RESF 9	Urban Search and Rescue & Special Operations Working Group	Richard Waselik reported that this group will be meeting virtually on February 7, 2022 to discuss training. He stated they are trying to obtain more membership from the northern part of Region 4.
RESF 10	Oil and Hazardous Materials Response	Chair Tony Ruggiero reported that his group held a retirement celebration for Chief Fritz and thanked him for all of his hard work as the former Chairman for this Group and for his work at the Mystic Fire Department. Tony stated that they provided him with an award at the ceremony. Tony also reported that his group is planning to schedule a Hazmat Field Day in the spring that will include all the 5 DEMHS Regions. More information to follow as we get closer to the event.
RESF 11	Agriculture and Natural Resources	No report.
RESF 12	Energy	Tony Rackliffe-Berlandy of Eversource reported that they are monitoring the upcoming snowstorm and hopes there is less damage and snowfall than they are currently predicting. She also reported that there will be an Eversource ISO-NE Webinar on February 2, 2022 at 10:00 a.m. for CEOs and EMDs. She said there will be a lot of good information in this Webinar regarding controlled outages. She shared that everyone should have received an email from T.J.
RESF 13	Public Safety and Security	No report.

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RESF 14	Long Term Community Recovery and Mitigation	John Filchak, Executive Director of NECCOG, reported on behalf of this group. John shared that NECCOG received a \$400,000 grant from FEMA for State Recovery from the Covid-19 Pandemic. John shared that this is a 16 month grant and there will be more information to report as this Committee processes how to utilize the funds for the recovery process. He shared that SCCOG will not be receiving any of these funds; however, SCCOG expects to be hearing news from FEMA shortly regarding funding for several local projects that were submitted.
RESF 15	External Affairs	No report.
RESF 20	Marine	Chairman Tony Manfredi Jr. reported that this group met last week. They are still working on the Resource Book and will be purchasing more equipment soon.
	Exercise Planning Committee	No report.

**Update from the DEMHS Region 4 Coordinator:** Mike briefed the Committee on the pending snowstorm and stated that the current track of the storm shows that the Northeast portion of our region will see the heaviest amount of snowfall beginning Friday evening and continuing through Saturday. Mike shared that there is also concern for 60+ mile wind gusts along the Cape, and up to 50+ wind gusts along the coastline of Connecticut. Municipalities/Tribal Nations that are closer to the Rhode Island boarder will see the most about of snowfall. We will be receiving a more detailed weather forecast from the National Weather Service tomorrow and will provide you with that information.

Our office has also been busy dealing with the Omicron variant and the demand for Covid Test Kits and N95 Masks in Region 4 has been very high. We have been distributing the test kits and masks, and our most recent survey showed that only 9 out of our 44 municipalities and tribal Nations did not place a request for more of these items. We have received questions surrounding the temperatures required for the test kits; however, they have been stored indoors.

Mike also reported that the Cybersecurity Working Group had planned on meeting in January; however, a meeting should take place in February. Our Region 4 Office has reached out to all of you for the IT points of contact and if you have not submitted it yet, please send it to myself or Julie Wilson.

Robert Drozynski of the DEMHS Grants Unit is retiring from State service. Bob was our point of contact for the Homeland Security Grant funding, but we expect to have a new person soon. Brenda Bergeron of DEMHS was recently appointed as our new Deputy Commissioner for our Division, and we also expect to see a new Emergency Management Director position filled soon. Please keep your eyes open for any career openings with Emergency Management as DEMHS works to refill the vacant positons.

**Old Business:** None

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**New Business:** Mark Paquette shared that when he started as the Fiduciary we had only a few grant deliverables; however, now we have more and more grant deliverables being added onto the RESF groups. Our RESF groups have part-time members or volunteers which makes it difficult to meet those requirements. We are stretched very thin. Mark Paquette stated that he will bring this to the Regional Collaboration meeting with DEMHS. Mark said every year the deliverables seem to be a challenge. Michael Licata shared that things are falling through and with the difficulties of the Covid-19 pandemic this has been difficult with all of the restrictions going on. Michael shared that Kristin shouldn't need to wait 60 weeks to receive an item.

Additionally, Mark Paquette shared that he has asked Bob Drozynski to extend the FY2019 Grant two additional months. We will see if we are granted the extension.

The Committee also decided that the next meeting for February 23, 2022 will be virtual via Zoom. Mike Caplet shared that at some point we could also hold hybrid meetings because his office has the capability to do this. He has been using it for RESF 4 and it is working very well.

Michael Licata ended the meeting by thanking everyone for their hard work.

**Adjournment:** The meeting ended at 2:30 p.m.

**Meeting Handouts:**

*Meeting Agenda*

*Previous REPT STC Zoom Meeting Minutes for 12-8-2021*

*Respectfully Submitted by: Darlene Richards, DEMHS Region 4 Secretary*