



STATE OF CONNECTICUT
DEPARTMENT OF EMERGENCY SERVICES & PUBLIC PROTECTION
DIVISION OF EMERGENCY MANAGEMENT & HOMELAND SECURITY



TO: Municipal Chief Executive Officers, Service Chiefs, and Emergency Management Directors

FROM: William J. Hackett, Deputy Commissioner
State Emergency Management Director

DATE: April 20, 2018

SUBJECT: 2018 Statewide Governor's Emergency Planning and Preparedness Initiative (EPPI) Exercise Memorandum # 2 - Extent of Play

This memorandum is the second in a series of memorandums and messages containing information and tools to help you prepare for the upcoming statewide EPPI exercise, as well as for the next inevitable emergency. Again, the scenario and delivery this year are in coordination with FEMA's National Level Exercise, *Patriot Response 2018*.

Extent of Play:

- Select a date to participate, Saturday, June 16 or Wednesday, June 20, 2018; exercise window is 8:00 a.m. to approximately 2:00 p.m.
- Participate in the Governor's Municipal Conference Call during the exercise.
- Identify municipal Unified Command per your Local Emergency Operations Plan (LEOP) and consider including the following, but not limited to: Town Manager or CEO, Service Chiefs, local Emergency Management Director, Recovery Coordinator, School Superintendents, public works, local social services, information technology, private sector, and others as appropriate.
- Identify primary and alternate communications methods
 - Test all communications means – radios, landlines, cell phones, satellite phones, Everbridge (is contact info current), etc.
 - WebEOC – Prepare to posture inject status updates and monitor for situational awareness (buckets, injects and exercise materials)
- Convene your Unified Command team in advance of the exercise. The meeting should include a review of the following topics:
 - Town's Local Emergency Operations Plan
 - Identify roles and responsibilities of key personnel, both for response to emergencies, and for long term recovery
 - Declaration of a local emergency
 - Mass care, including: emergency sheltering; staffing; feeding; functional needs; transportation to and from shelters; multi-jurisdictional shelters; animal care and sheltering

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- o Interaction with school system for sheltering, school closings, and openings
- o Make Safe Protocol and town utility liaison
- o Public messaging and communications methods, including at shelters and for those who remain in their homes, but may have specific needs. How are you getting the message out? How will you find out what people need? Will the resources that are usually available to seniors, children, etc. be available in an emergency? How do you communicate with Child Care Centers, for example?
- o Communications procedures, information and request flows, particularly to and from DEMHS Regional Office, utilities, and internally within the municipality. What will you do if you lose connectivity? What are your IT capabilities?
- o Generator and fuel capacity within the community - for example, what local gas stations have generators? How do you know what their fuel levels are?
- o What resources are available within the municipality and what is needed (commodities, sandbags, public works equipment, etc.)?
- o Coordination with local law enforcement and the CT Intelligence Center if required.

We are looking forward to this exercise as an opportunity to practice decision-making at the local, state, and private sector levels. If you have any questions or if you require any additional information regarding the 2018 EPPI Exercise, please contact us at DEMHS via email at demhs.eppi.questions@ct.gov.

All memorandums along with supporting products and exercise update messages will be posted on the DESPP/DEMHS website at <http://www.ct.gov/demhs>.

Cc: Commissioner Dora B. Schriro