

# STATE OF CONNECTICUT

## DEPARTMENT OF PUBLIC HEALTH



Manisha Juthani, MD  
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Ned Lamont  
Governor  
Susan Bysiewicz  
Lt. Governor

Public Health Preparedness and Local Health Section

OPHPR-2022-17

Date: November 10, 2022

To: City Readiness Initiative (CRI) Contractors

From: Erin McDermott, Health Program Supervisor  
Office of Public Health Preparedness and Response

RE: City Readiness Initiative (CRI) November 2022 Update

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The Connecticut Department of Public Health (CT DPH) Office of Public Health Preparedness and Response (OPHPR) would like to take this opportunity to provide you with several PHEP contract reminders and general updates.

### DPH PHEP Updates

#### Connecticut Association of Directors of Health (CADH) Preparedness Workgroup

- DPH and the Connecticut Association of Directors of Health (CADH) are establishing a public health preparedness workgroup to discuss PHEP-related work, including contractual funding.

#### Consultant Work completed under CRI Subcontractors

- DPH will enable the CRI contractors the ability to approve consultant work at the subcontractor level, with the proper justification for the next 1.5 years.
  - Each CRI contractor was notified last week of this update via email and telephone call.
  - Contractors must review subcontractor budgets and budget justifications (e.g., # of hours, hourly rates, outputs for consultants) to ensure they meet criteria required under the contractual process established by the state of Connecticut.
  - After receiving and reviewing budget revisions from subcontractors, the CRI contractors should email their contractor-approved budget revision(s) to [DPH.PHEP@ct.gov](mailto:DPH.PHEP@ct.gov) and copy their DPH Regional MCM Coordinator.



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## **PHEP Operational Readiness Review (ORR)**

- *CT DPH Modified PHEP ORR Deliverables submitted for Budget Period 3 (BP3)* memo was sent out to CRI Regions on October 21<sup>st</sup>.
- CDC has not provided an update to states on the content of the ORR for CRI jurisdictions.

## **Website Resources**

- OPHPR created the [Circular Letters & Memos](#) webpage which has all program circular letters and memos published for 2022.
- The [BP4 Budgetary Guidance](#) is posted on the [Local Health Funding & Guidance website](#).

## **Medical Reserve Corps (MRC)**

- During the month of November, three MRC Office Hours will be held on Tuesdays from 2 to 3 pm to answer questions and provide support for MRC background checks. For questions about the meetings, please contact Caroline Carini at [caroline.carini@ct.gov](mailto:caroline.carini@ct.gov).

## **Summary of BP4 and BP5 Contractual Requirements**

- Regional COVID-19 After Action Report-Improvement Plan (AAR-IP)
  - An AAR-IP that reflects the CRI regional response to COVID-19 helps to improve future planning and response activities. The contents of the AAR-IP will likely include the need to update local and regional plans. The remaining 1.5 years of the contract funding should focus on the lessons learned from the pandemic response and improvements that can be made at the regional and local health jurisdictional level.
- Tabletop Exercise: Anthrax
  - DPH maintained the anthrax tabletop as a deliverable, so that the CRI regional contractors can convene partners for a discussion-based exercise that would be useful for updating regional plans after responding to the pandemic. (Several health departments have revised their dispensing site locations and operations based on the COVID-19 experience.)
- Tabletop Exercise: Pandemic Influenza
  - DPH maintained the pandemic influenza tabletop as a deliverable, so that the CRI regional contractors can convene partners for a discussion-based exercise that would be useful for updating regional plans after responding to the pandemic. (Several health departments have developed mass vaccination capabilities and have revised their mass vaccination plans based on the COVID-19 experience.)
- Bi-Annual Call-Down Drills
- Yearly/Quarterly Programmatic Reporting
- Public Health Emergency Response Plans (regional and local)

**Please remember to submit all required documentation and reports to [DPH.PHEP@ct.gov](mailto:DPH.PHEP@ct.gov) and copy your DPH Regional MCM Coordinator.**

### Upcoming Important Dates

- November 15<sup>th</sup> – Start of MRC Background Checks Office Hours (Every Tuesday)
- ~~December 13<sup>th</sup> – Next MRC Meeting (Cancelled)~~
- December 14<sup>th</sup> - Next CRI Meeting
- December 28<sup>th</sup> – Quarterly Action Plans are Due
- December 31<sup>st</sup> - Regional AAR-IPs are Due
- January 1<sup>st</sup> – Quarter 3 Starts

If you have any questions pertaining to the webinar, PHEP contractual updates, or upcoming important dates, please contact your assigned DPH regional MCM Coordinator. Thank you.

c: Ellen Blaschinski, Branch Chief  
Erin McDermott, Health Program Supervisor  
Francesca Provenzano, Section Chief