

# **Naugatuck Valley Emergency Planning Committee/Citizen Corps Council**

## **Meeting Minutes Watertown Fire Department Conference Room 935 Main Street Watertown**

**Thursday, April 9, 2015  
5:00 pm**

Present: Mike Devine, Bethlehem; Chet Sergey, Wolcott; Harley Graime, Bristol; Scott J. Pelletier, Oxford; Tom Eighmie, Seymour

Staff: Joanna B. Rogalski, NVCOG

Scott Pelletier called the meeting to order at 5:12 PM. The Pledge of Allegiance was recited. Introductions were made. There were no public comments.

There was no agenda item for the approval of meeting minutes from the February 12, 2015 EPC meeting. Discussion followed about tabling approval of meeting minutes until the next EPC meeting.

A concern was raised about publicly posting the personal contact information of EMD's; consensus was that personal information like cell phone numbers should not be publicly posted.

Ms. Rogalski gave the Citizens Corps update. Of note is that Bill Austin has resigned his position as chairman of the Connecticut Statewide Citizen Corps Council effective April 1, 2015. Meeting minutes from the last Statewide Citizen Corps Meeting will be sent via email to the NVCOG EMD's.

The DEMHS Update was then given by Ms. Rogalski. She attended the REPT steering committee meetings on February 18, 2015 and March 9, 2015. At those meetings she relayed the EPC's concerns and comments about: 1) need for an REPT Region 5 website for EMD personnel, 2) a list of regionally available emergency equipment, and 3) need of lists for licensed hotels for emergency personnel, 24/7 service stations with generators, and Points of Distribution (POD). She reported that Tom Vannini's office is in the process of hiring a website developer. EMD's suggested that a secure portal for EMD's would help them get access to the requested information lists and allow DEMHS to keep that information from wider distribution. Tom Vannini had stated that DEMHS does not want to make public the locations of 24/7 service stations with generators. The discussion turned to the Homeland Security Grant Program (HSGP) Memorandum of Agreement (MOA) – most NVCOG municipalities are up to date with FY 2013 and 2014 MOA's. HSGP packets for FY 2015 are expected to be distributed this

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summer. The EMD's are the first point of contact for the HSGP packets; they will forward the paperwork to the CEO and municipal administrative staff handling grants.

As part of the discussion on Regional Issues, the topic of emergency equipment lists was continued from the DEMHS update agenda item. Such lists could be requested of Paul Gibb. The lists should identify regional assets and equipment asset classes. A list would be more helpful than a map.

In other business, discussion turned to what constitutes a quorum for the Emergency Planning Committee. Some EMD's believed it to be 5 committee members; others said 51% of the 19 NVCOG members. A motion was made to set the quorum number at 5 – motion made by Chet Sergey, seconded by Scott Pelletier. Discussion followed. Consensus was to consult Tom Vannini on the quorum question.

Ms. Rogalski stated that she would like the EPC meetings to be useful for the EMD's. She asked how the meetings could be made more productive and/or informative. Answers included bringing food to the meetings and scheduling guest speakers. Recommended guest speakers and discussion topics included:

- State DOT
- CT Department of Children and Families (DCF) and/or Dept. of Developmental Services (DDS) – Group home emergency plans and capabilities
- Shelter preparedness for special needs groups
- CT State Animal Rescue Teams (SART) – emergency pet shelters and shelter equipment
- Dr. Donna Cobelli, a former Emergency Support Function (ESF) 11 (animal protection) chair, topic: animal evacuation shelters

On a motion by Chet Sergey, seconded by Mike Devine, it was unanimously voted to adjourn the meeting at 5:56 PM.

Respectfully submitted,  
Joanna B. Rogalski  
Regional Planner, NVCOG