

**Capitol Region Emergency Planning Committee Meeting  
(DEMHS Region 3) (UASI Region 3)  
October 17, 2024  
9:30 a.m.  
CRCOG, In person and via Zoom**

**Call to Order**

The meeting was called to order at 9:33 a.m. by Chairman Dustin Rendock.

**Public Comment – none**

**Adoption of the Minutes**

Harley Graime, seconded by Terri Thompson, moved to adopt (as amended) the minutes from the July 17, 2024, meeting. All in favor, so voted.

**FEDERAL AND STATE LIAISON REPORTS**

Congressman Larson's office was not represented at this meeting. DEMHS Region 3 coordinator Josh Cingranelli noted that election security is currently the department's top priority. Partial activation of the state EOC is planned for election day, and Joint Hazard Assessment Teams (JHAT) are being set up. DEMHS is coordinating with the Secretary of State's office on early voting issues. He also noted that there is a new federal system being implemented for post-disaster reporting, and that the EMPG grant will be moving to a web-based reporting system.

**UNFINISHED BUSINESS**

***Salamander ID System*** – (Bill Perkins) The two new Salamander systems have been installed. One unit will reside at CRCOG, and he is seeking a host for the second unit. New procedures will be set up to obtain ID badges.

***Everbridge Alerting System*** – (Bill Perkins) The new platform, Everbridge 360, requires rebuilding. Public Health, the largest section, will be the first rebuilt, followed by Region 3 regional response teams.

**NEW BUSINESS**

***SHSGP Budget*** – (Cheryl Assis)

Cheryl reviewed and explained the draft budget for CREPC for FY 24 HSGP grant funds (copy attached). This budget retains the priorities of maintenance and replacement of existing equipment, along with funding for training for municipal leaders and responders and for regional response teams. Terri Thompson, seconded by Harley Graime, moved to approve the draft budget. All in favor, so voted. Cheryl also provided an update of the status of open grants (copy attached).

***Approval of 2024-2029 Natural Hazards Climate Adaptation Plan*** – (Heidi Samokar)

This regional plan includes annexes for each municipality in the region, which are adopted separately by those municipalities. Because CREPC serves as the LEPC for some of its member municipalities, the approval of the regional plan by CREPC is needed. Terri Thompson, seconded by Harley Graime, moved to approve the adoption the ***2024-2029 Natural Hazards Climate Adaption Plan***. All in favor, so voted.

***Capitol Region Dive Team Update*** (Ron Littell, South Windsor Police Department)

Sgt. Littell described efforts to recruit new members and to train and re-train current members with new information and techniques in coordination with Dive Rescue International. All current participants are police officers, and he invited help from other agencies. He thanked CRCOG for assistance in funding training and equipment for the team. In answer to a question, Josh Cingranelli noted that DEMHS is working on a list to be provided to PSAPs containing information on contacts for assistance and/or resources under emergency circumstances.

## ESF- SELECTED COMMITTEE REPORTS

**RESF-1 Transportation – (Terri Thompson)** There will be a Crash Responder Safety event in November, and a “slow down, move over” emphasis.

**RESF-2 Communications – (Mike Boucher).** Recent activity included the following:

- **Avon** - Structure fire, Hartford County Coordinator request STOCS channels for mutual aid, and reflector notification.
- **Region 3** - I-COMM Team partnered with CTS to update Region 3 DEMHS portable radios.
- **Farmington** - Planning meetings for Dream Ride 2024
- **BDL Bradley Airport** - Coordinated STOCS channels and reflector notification for triennial exercise
- **RAFS 1** - Repair transmit issue and testing.
- **ESF-4/CSP/CTS** - Assist with planning and coordinated comms support for Trooper Pelletier’s Funeral procession.
- **ESF-4** - Comms plan and support for procession of Minneapolis Officer Mitchell
- **Cromwell (Fire)** - Comms support, CP and STOCS Boxes and reflector notification for mutual aid interop.
- **Windsor Locks** - Coordinated STOCS channel and reflector notification for carnival and fireworks
- **Farmington** - Coordinated STOCS channels and reflector notification for carnival and fireworks.
- **East Hampton** - Coordinated STOCS channel and reflector notification for Old Home Days
- **Upcoming Request for Support include:** CREPC - CT SWAT Challenge; Farmington - Dream Ride 2024; Burlington - Active Assailant exercise; and Berlin – Fair.

**ESF-5 Emergency Management – (Bill Perkins)** described the role of the Duty Officer Program (a call to RICCS goes to the Duty Officer and is forwarded to the correct RESF and person to respond). One primary duty officer and a secondary officer are assigned to each one-week shift. Currently there are only 3 duty officers – more are needed. He noted the high demand for ICS 300 and ICS 400 classes. Registrations for those scheduled in the next month are already full. Bill and Ron Lee lead those classes. Bill and Erik Snowden attended the National Guard’s Cyber Nutmeg 2024 a week ago and highly recommend this annual event to those involved with emergency management.

**RESF-6 Sub-Committee for Volunteer Management –** In Don Janelle’s absence, Harley Graime reported that there are many active CERT teams. Bristol has scheduled a training course for next week and is getting many registrations from throughout the state.

**RESF-8 Public Health and Medical Services –** Pat Srenaski submitted a written report ([attached](#))  
**Capitol Region Medical Reserve Corps-**Katherine McCormack reported continued participation in ESF 8 meetings and working with various towns to plan or provide support for local events, including the Hebron Fair and East Hartford’s drive through vaccination clinic. Janet Leonardi reported that the Middletown MRC continues to support vaccination clinics which offer several types of vaccines, and she is pleased to be working with CR-MRC on a collaborative HCC application. The Middletown MRC hopes to be used as actors in a full-scale active shooter exercise in Middletown scheduled for April.

**RESF-9 SEARCH AND RESCUE –** No Report

**RESF-10 HAZMAT –** Bill Perkins reported that the HAZMAT team was deployed to the Hood Plant in Suffield for an ammonia leak. He noted that one finding of the AAR was the identification of communication dark spots in the town.

The meeting adjourned at 10:50 a.m. The next meeting is scheduled for January 16, 2025.