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TOWN CLERK'S OFFICE

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*Lisa Balter*

TOWN CLERK

**DEMHS Region 2  
REPT Steering Committee  
March 15, 2024, Time: 9:30 AM  
Zoom Meeting**

**Attendance**

**Voting Members:**

**In Attendance: Voting (\*), Proxy (p)**

Olivie Chetcuti, DEMHS (\*); Scott Bisson, REPT SC Chairman (\*); Laura Francis, ESF 1 (\*); Rob Baltramaitis, ESF 3, (\*); Rick Fontana, ESF 5 (\*); Deepa Joseph, ESF 8 (\*); Sam DeBurra, ESF 10 (\*); Bill Richards, ESF 14 (\*); Alex Lenos, ESF 17 (\*); Rick Fontana, ESF 20 (\*); Rick Fontana, SCRCOG (\*); Laura Francis, SCRCOG (\*); Janice Ehle/Meyer, RiverCOG (\*); Drew Baklik, NVCOG (\*); Sam DeBurra, SCRCOG (\*);

**Guests:**

Tom Mahoney, Branford FD; Paula Cofrancesco, Bethany First Selectman and REPT Chairman; Tyler Berube, DEMHS; Tyranzia Edwards, DEMHS; Eric Couture, Killingworth First Selectman; Jordan Swenson, Yale Hospital; Douglas Sharafanowich, CT ARES; Emily Holland, Meriden; Thomas Hart, Colchester; Richard Mulhall, Killingworth EMD; Richard Mulhall, Killingworth EMD; Joe Woznyk, SWAT; Mark Roberts, Essex PD; Dumas Vaughan, Orange FD; Lisa McEachern, NVHD; Jess Kristy, NVHD; Matt Marcarelli, East Haven FD; Jeff Neilsen, School Safety; Rosa Melendez, Bomb Squad; Chris Edwards, Seymour FD; Joseph Laucella, EMD, ESF 8; Reginia Rush-Kittle, DEMHS; Christopher Reddington, Bomb Squad; Lisa Fasulo, Essex EMD; Odali Rodriguez, WHD; Michael Neff, Clinton EMD; Anthony Esposito, North Branford FD;

**1. Call to Order, Pledge of Allegiance, Introductions, Establish a Quorum**

Scott Bisson, Region 2 REPT SC Chairman, called the meeting to order at 9:33am. A role call was made with the Pledge of Allegiance. A quorum was established with 16 voting members.

**2. Acceptance of REPT SC minutes: February 19, 2024**

A motion was made to accept the minutes from the REPT Steering Committee meeting on February 19, 2024, by Rick Fontana and seconded by Bill Richards. Motion passed unanimously.

**3. Fiduciary/ Lead RPO Report (RiverCOG's Susie Beckman)**

Janice Ehle/Meyer reported for Susie Beckman saying:

**A. 2020 HSGP (ALCRA) – expiring May 31, 2024**

1. Other than \$877.93 set aside for Bomb Squad orders in progress, all remaining funds have been allocated to the Ballistic Helmet Purchase.

**B. 2021 HSGP (ALCRA)– expiring on April 30, 2024**

1. ESF 13 Law Enforcement - \$46,025 still available for required soft target, crowded spaces protection
2. Training – \$6,750 have been allocated to the Rapid Deployment Search & Rescue/Recovery program scheduled for June 20-23, 2024. Cost was \$6,750 leaving \$8,900.00 still available for training.
3. Training \$5,000 has been allocated to IMT Training. Planning is in progress.
4. All remaining Equipment funds except soft target, crowded spaces set-aside, have been allocated to the Ballistic Helmet Purchase.

**C. 2022 HSGP (ALCRA)– expiring on April 30, 2025**

IMT Team Admin Tracking Table for FY22 shows an overage of \$2,000. The original allocation for IMT Team Admin was \$20,000 in the FY22 HSGP Application. The final contract was \$22,000 and the Purchase Order was made out for \$22,000. The contract amount has been added to the Tracking Table to ensure proper accounting. There is no need to reallocate funds at this time, but it may be necessary in the future. DEMHS CT will be taking over payment for IMT Team Admin and will keep us updated on the transitions.

**D. 2023 HSGP (ALCRA) – expiring on April 30, 2026**

No expenditures to date. The table has been corrected to reflect the proper budget total. Adjustments needed to be made under Equipment Maintenance to account for contracts.

**E. 2023 EMPG (NHASH) - expiring on September 30, 2025**

Equipment and training purchases/allocations have been updated.

**F. HSGP MOA & Resolutions**

- As of 3/7/2024 all towns have submitted their FY22 MOA's and Resolutions. RiverCOG will now get them signed by Sam and submit them to DEMHS.
- FY23 MOA's and Resolutions will be forwarded as soon as they are received from CT DEMHS Office.

**4. Public Comment**

No public comments.

**5. Region 2 REPT-SC Chair Report – Scott Bisson / Mike Shove**

1. Scott reported that there is a By-Law Revision Committee that will meet next week to work on the issue with not enough attendance for a quorum.
2. Scott said that we are in “brush fire season”. There may be a speaker at the next REPT SC meeting to talk about that.

**6. DESPP – DEMHS Region 2 Report – Nicole Velardi**

1. Olivia Chetcuti reported for Nicole that the RESP Annexes, SWOTS and the 2024 HSGP are all due to Nicole.
2. Olivie also reported that the EMPG applications for all open grants are due at the end of March.
3. Olivia reported that there is a By-Law Committee meeting that will meet on March 20, 2024.
4. CCM Emergency Management Symposium is on April 23, 2024. Registration is now open.
5. Working to form a disaster mental and behavioral health subcommittee under ESF 8. There was a meeting at the end of February. The next meeting will be at the end of March. Please let Nicole know if there are people interested in joining the group.
6. Nicole would like to have more presentations at REPT SC meetings. Please let Nicole know if you have suggestions on topics and speakers. Since it is brush fire season, Nicole is suggesting speakers concerning that.
7. A Migrant Response Workshop is being planned on Thursday, April 25, 2024. Towns will be limited to 2 to 3 attendees.
8. EMPG School funding are working to implement an EMPG School Funding program that will provide \$25,000 for each region for professional development, training, and exercises. Stay tuned for that.

**7. Emergency Support Function Reports (ESF)**

**A. ESF 1 – Transportation (Laura Francis)**

No report.

**B. ESF 2 – Communications (Jared Heon / Bill Seward)**

No report.

**C. ESF 3 – Public works – Rob Baltramaitis (Walter Adametz/ John Lawler)**

1. Rob Baltramaitis reported that there was a meeting with 10 attendees. They are looking to develop a list of regional equipment and assess the equipment for their conditions.

**D. ESF 4, Firefighting (Chief Casner)**

No report.

**E. ESF 5 – Emergency Management (Rick Fontana / Laurel Smith)**

1. Rick reported that the ICS 300 class will be on May 6<sup>th</sup> thru 8<sup>th</sup>. ICS 400 class will be on May 13<sup>th</sup> and 14<sup>th</sup>. Locations will be determined soon.

**F. ESF 5- Subcommittee – School Safety – Jeff Neilson**

Jeff reported that the bi-monthly meeting will be held on Wednesday, April 17, 2024. The meeting will be virtual. Send Jeff an email if you would like to be included in the group.

**G. ESF 6 – Mass Care (Susan Shaw) John Glendon**

No report.

**H. ESF 7 - Logistics (Jim O'Brien)**

No report.

**I. ESF 8 – Health/ Medical (Deepa Joseph/ Jim Paturas)**

1. Deepa reported that the CDC announced guidance for COVID, flu and RSV isolation and return protocols. Go to the CDC website for that information.
2. Deepa also reported that Jim Paturas has retired. He will be missed, and they wish him well.

**J. ESF 10 – Hazardous Materials (NHASH) (Mike Shove)**

Sam DeBurra reported that they are working on spending down the money.

**K. ESF 11 – Agriculture & Natural Resource (Tyler Rosa / Jean Davies)**

No report.

**L. ESF 12 – Energy (Ed DelMonte/ Thomas Magnoli/ Tom Layton)**

Scott Bisson reported that Ed DelMonte did a program for the fire department concerning electrical components. Scott said that it was a good program and other FD may want to have Ed do a program for them too.

**M. ESF 13 – Law Enforcement – Jonathan Mulhern/Joe Woznyk**

No report.

**N. ESF 14 – Long Term Recovery (Bill Richards)**

No report.

**O. ESF 15 – Public and External Communications (Vacant- IMT 2 PIO)**

No report.

**P. ESF 17 Cybersecurity (Chet Sawicki/Alex Lenos)**

No report.

**Q. ESF 19 – Functional Needs (Gretchen Knauff)**

No report.

**R. ESF 20 – Port Security (Rick Fontana/ Dave Bradley)**

1. Rick Fontana reported that they continue to work on the Con-Ops updates.
2. Rick also reported that boating season is getting close. Mike Shove would like to do a NASBLA class.
3. There was a discussion about an ICS 400 class online.

**S. IMT West- (Jim O'Brien / Mark Amatrudo / Keith Flood)**

No report.

**T. Community Emergency Response Teams (Joel Severance / Bob Freeman)**

No report.

**U. Bomb Squad – Rosa Melendez / Edward Dunford**

No report.

**V. SWAT Team Report (Captain Joe Woznyk)**

No report.

**8. Training –Joe Laucella**

1. Jim Lovelace reported that they have been submitting ideas for possible future training and additional 300/400 classes.

2. Jim also reported that they are part of the Migrant Response Workgroup.

**9. Presentations**

No presentations.

**10. Old Business**

No old business.

**11. New Business**

No new business.

**Adjourn**

The meeting adjourned at 9:57 by a motion from Sam DeBurra and seconded by Bill Richards. Motion passed unanimously.

**Next Region 2 REPT-SC meeting: April 19, 2024, at 9:30 a.m.**

**Location:** Hybrid with Zoom/MicroSoft Teams

Respectfully submitted by:

Janice Ehle/Meyer

RiverCOG