



**Naugatuck Emergency Management Advisory Council
N.E.M.A.C.**

Minutes of the December 8, 2008 meeting

Members:

Deputy Chief Ken Hanks, NFD, Chairman
Sheila Baummer
Anne Butler
John Deer
Karen Spargo

Fran Dambowsky, EMD
Mayor Bronko
Jesse Cunningham
Jay Pugliese, NPD
Al Raymond, Secretary

At 7:04 PM Chairman Ken Hanks called the meeting to order and led the Pledge of Allegiance. The Committee took a few moments to review last meetings minutes. Fran Dambowsky, EMD found a typographical error. Fran Dambowsky, EMD made a motion to accept the minutes with the correction made as noted. The motion was seconded by John Deer. The motion passed unanimously.

Fran Dambowsky, EMD made his report to the Committee and reported that with the completion of two high band radio tests reliable communication with the Litchfield DEHMS high band facility has been achieved. The Litchfield facility will be moving to a site near the Southbury Training school where the Region 5 DEHMS office will be. Fran Dambowsky, EMD reported that he attended a training session on the Web EOC system which is now operational. This system will enhance interaction between towns for resource sharing and provide a method for accessing State resources in an emergency. The Emergency Manager reported that the Code Red system has been activated twice since the last meeting with good effect.

A brief discussion ensued over the desirability and financial details of a possible deployment of a wireless internet card for an existing laptop or a new wireless enabled laptop for the Emergency Manager.

Continuing his report, Fran Dambowsky, EMD reported that the EMPG grant has been submitted.

He also discussed the reduction of size of the CERT team through demographic changes in the membership. Membership in the CERT team has dwindled from 16 members to 6. Chairman Ken Hanks discussed merging the Fire Police with the CERT team. Chairman Ken Hanks and Fran Dambowsky, EMD discussed possible synergies of such a merger.

A motion to accept the Emergency Manager's report was made by John Deer. It was seconded by Karen Spargo. The motion passed unanimously.

Chairman Hanks gave an update on the regional exercise that is being planned. The exercise will occur in March 2009 and might be at the Middlebury Firehouse. The exercise is scheduled to occur on a weekday, involve a traffic related incident, and be in the tabletop format with participants organized by their towns. If this exercise is successful, 6 months later there could be a functional exercise that would include EOC activations and use of communications assets. The March tabletop exercise is sponsored by the Council of Governments (COG).

Chairman Ken Hanks then presented the Health Annex agenda item. Karen Spargo provided a copy of the annex which was then copied and distributed to the committee. This current version of the annex provides clarification of roles. At this point Anne Butler mentioned to the committee a problem with the ATT Universe phone service and her patients' Med Alert response system.

Chairman Ken Hanks then directed the Committee to examine the changes in the Annex. He also provided relevant material from the current emergency plan for review and feedback from the Committee. Jesse Cunningham ask for clarification of the definitions for long term and short term care in the sheltering context. Chairman Hanks mentioned 24 hours as the transition point for the two modes. Jesse Cunningham then described the Red Cross rubric for such distinctions and informed the Committee on details of the Red Cross sheltering modes. Jesse Cunningham also talked about CURA (Connecticut Uniform Relocation Act) and some of its implications.

Chairman Ken Hanks then reviewed changes to the Health & Medical plan with the Committee. This elicited discussion among the Committee.

A motion to accept the plan as written with the understanding that the required signature pages will be generated, signed, and attached to the plan was made by Fran Dambowsky, EMD. Jay Pugliese, NPD seconded it. The motion passed unanimously.

Annex K material from the Emergency Plan was distributed to the Committee. Chairman Ken Hanks gave an overview of the material and led the Committee through it. This elicited discussion of the material and relevant situations.

Fran Dambowsky, EMD and Chairman Ken Hanks thanked Mayor Bronko for his attention to the committee's written communications.

Fran Dambowsky administered the oath to Jesse Cunningham. John Deer made a motion to adjourn.

Jesse Cunningham seconded it. The motion passed unanimously.

The meeting adjourned at 8:08 PM

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Respectfully submitted,

Albert E. Raymond, Secretary