

Emergency Management and Homeland Security
Corrected Meeting Minutes
Thursday, November 16, 2017
7:00pm Brooklyn Town Hall

Present: Steve Mylly, Sandra Brodeur, Eli Iturrino, and April Lamothe; Recording Secretary

Also Present: Vinny Mazzaella

Absent without notice: Thomas Rukstela and Lou Brodeur

- 1) **Call to Order:** Steve Mylly called the meeting to order at 7:02pm.
- 2) **Approval of Previous Minutes:** Sandra Brodeur made a motion to approve the **October 19, 2017** minutes. Eli Iturrino seconded the motion. No discussion. Motion passed.
- 3) **Welcome Guests:** No guests
- 4) **Public Comment:** Vinny Mazzaella reported that ARES just had a HAM Radio class and ten people passed the class or upgraded their licenses. He said that people are finding out about the class from word of mouth or Emergency Managements. Eli Iturrino passed the class.
- 5) **Old Business:**
 - a) **Registry:** Steve Mylly will put the registry form in the upcoming newsletter in order to reach more people. He received a call from the Visiting Nurses Association in Webster, Massachusetts who were asking about emergency management questions. Steve Mylly told them to look for the registry form and to sign up for CT Alert. They also asked if the Town has a Code Red. Discussion ensued; the Commission will look into the system.
 - b) **Key Holder/Contact List:** Steve Mylly is currently working on the list. Once the list is done, first responders and the fire departments will have a copy. Sandra Brodeur suggested that he talk with Jeffrey Otto to see if QV should have a copy also. Steve Mylly is also trying to get information from the day cares in town.
 - c) **Reimbursement:** Steve Mylly is working on the reimbursement and it should be done after the holidays.
 - d) **Grant Application:** Steve Mylly is working on the application.
 - e) **Newsletter:** Future submission ideas: the HAM Radio class and how to plan for an emergency with pets in mind. Vinny Mazzaella said that the HAM Radio classes are held in the fall.
 - **i. BEMHS:** See Registry above.
 - **ii. EMD:** Steve Mylly will write something brief for the newsletter.
 - f) **Inventory:** Steve Mylly and Eli Iturrino have been working on the inventory. In the basement of the Town Hall, four cots were found. Sandra Brodeur mentioned that these would have been purchased before the most recent purchase of ten cots. The Commission will work on getting the cots moved to the Green Building/Public Works.
 - g) **Board Seats:** Sandra Brodeur mentioned that Rick Ives said he might have someone to join the Commission. Vinny Mazzaella knows someone that is interested in joining.
 - h) **Winter Weather Discussion:** Next meeting the Commission will figure out how to handle winter weather problems. Steve Mylly will try to get Thomas Rukstela on the phone for the next meeting if he is not able to attend the meeting. During the meeting, they will create a contact list.

- i) **Program to promote First Responders, Emergency Managements, etc.:** Steve Mylly is working on putting the program together; it should be ready for the spring.
 - j) **Meeting with Superintendent/Fire Chief(s)/Resident Trooper:** Steve Mylly will meet with them in the Spring.
 - k) **Active Shooter Focus Group:** Mike Caplet likes the idea and Steve Mylly spoke with a trainer at the Mohegan Tribe Police Department and they gave him a name of a subject matter expert. He would also like to get the detective from Sandy Hook who did an evaluation of Brooklyn's schools. Steve Mylly reported that a guardrail will be installed, instead of a fence, to protect the children at the schools.
 - l) **Fall 2017 Table Top Exercise:** The exercise is getting pushed back until the spring. Discussion ensued. In the meantime, the Commission is going to go over the LEOP a little at a time to understand the plan (LEOP workshops). They will look into purchasing flash drives in order to look at the LEOP template without having to print the 300+ pages.
- 6) **New Business:**
- Eli Iturrino and Vinny Mazzaella spoke about the Commission's radios. Discussion ensued. Steve Mylly will asked Region 4 if they have a list of frequencies.
 - Steve Mylly is going to ask questions about the gas leak last week; he said that Eversource/Yankee Gas and CT Alert did not know about it. Mike Caplet and Derek May asked Steve Mylly about the gas leak.
 - Steve Mylly has received the updated radio license needed.
 - Sandra Brodeur made a motion to accept the 2018 meeting dates as presented. Eli Iturrino seconded the motion. No discussion. Motion passed.
- 7) **Adjournment:** Sandra Brodeur made a motion to adjourn the meeting at 7:49pm. Eli Iturrino seconded the motion. No discussion. Motion passed.

Respectfully Submitted,
April Lamothe
Recording Secretary

2018 Meeting Dates

January 18	May 17	September 20
February 15	June 21	October 18
March 15	July 19	November 15
April 19	August 16	December 20