

**Emergency Management and Homeland Security
Meeting Minutes
Thursday, November 19, 2015
8:00pm Brooklyn Town Hall**

Present: Kevin Filchak, Lou Brodeur, Sandra Brodeur, and April Lamothe; Recording Secretary
Also Present: Vinny Mazzearella, Todd Laporte, and Providencia Morillo from ARES

- 1) **Call to Order:** Kevin Filchak called the meeting to order at 8:00pm.
- 2) **Approval of Previous Minutes:** Lou Brodeur made a motion to approve the September 17, 2015 minutes. Sandra Brodeur seconded the motion. No discussion. Motion passed.
- 3) **Public Comment:** None
- 4) **Director Update:**
 - **Northeast District Department of Health (NDDH) Drive through Flu Clinic:** Kevin Filchak and Lou Brodeur participated in the free clinic on Sunday, October 25. Kevin Filchak said that it went very well and was fast paced. The clinic served about 53 cars, which was a good test of the process of giving out immunizations in case of an emergency. The Committee discussed the need to spread the word about the clinic. Kevin Filchak mentioned that if the Towns pushed the clinic it would get more residents to attend. Lou Brodeur mentioned that the senior centers should be notified, especially since it is a quick and free flu shot.
 - **Emergency Management Program Grant (EMPG):** EMPG for 2014 is all done and it has been submitted. Kevin Filchak is currently working the 2015 and 2016 EMPGs.
 - **Board of Education:** Kevin Filchak and First Selectman Rick Ives will be attending the December meeting of the Board of Education to discuss future collaboration between the two committees. Sandra and Lou Brodeur are planning on going to the meeting. Since the Board of Education has new members, Kevin Filchak is going to provide a simple packet that explains Public Act 13-3.
- 5) **Emergency Planning and Preparedness Initiative (EPPI) Discussion/Debrief:** On Wednesday, October 21, Kevin Filchak, Rick Ives, and Tony Tusia attended the exercise; Sandra and Lou Brodeur were not able to make it. This year's scenario was a tornado had hit Brooklyn/the schools and the response/recovery from the storm. Kevin Filchak took away from the exercise that there needs to be a pre-storm checklist where the Committee calls ARES, Fire Chief Bill Skene, Linda Silva, and others, when a storm is forecasted, in order to touch base and see if they need anything. Also the call tree needs to be updated. Kevin Filchak is meeting with Linda Silva of Creamery Brook to go over their storm preparedness efforts and how they can contact him. Also discussed was a CERT Unit would be helpful during this type of emergency.
- 6) **Community Emergency Response Team (CERT) Training Course, Spring 2016:** A CERT Unit is a group of around 10-15 volunteers that have 20 hours of training. The unit would be able to assist the fire departments and help run a shelter/EOC, or help wherever they are needed.
 - The Committee discussed the need to find volunteers and to set a minimum age limit. It would be great if ARES wanted to be cross trained, which would allow them to basically run all the communications. The Committee mentioned different schools that they might be able to find volunteers: Eastern Connecticut State University, QVCC,

EASTCONN, Ellis Tech High School, and the Brooklyn Teen Center. A letter is going to be drafted to ask the schools if they might be able to give credit(s) to any students that might volunteer.

- Kevin Filchak is going to contact Jim Larkin at NECCOG about funding for a CERT unit and Derek May about training.

7) **2016 Meeting Schedule:** The Committee reviewed the schedule that Kevin Filchak provided, staying with the third Thursday of each month at 7:00pm at the Town Hall. Lou Brodeur made a motion to accept the 2016 Meeting Schedule as presented. Sandra Brodeur seconded the motion. No discussion. Motion passed.

- Meeting dates are listed at the end of the minutes.

8) **Other Business:**

- **Showers at the Shelter:** Sandra Brodeur asked if the showers were being fixed at the Clifford B. Green Memorial Center. Kevin Filchak said that the last he heard was that Rick Ives was looking for a plumber.
- **Computer for EOC Upgrade:** Rick Ives believes that the Committee is going to need more than the \$500.00 allotted for the computer software. Kevin Filchak will put a proposal together to present to Capital for the software, along with updating the laptops to have a CD drive. Upgrading the whole EOC is desperately needed.
- Providencia Morillo asked if there are residents from the different areas of Brooklyn that could report to the committee in order to get a true community view on different topics. Sandra Brodeur mentioned that the Committee should try to involve the Teen Center. Kevin Filchak agreed that it would be good to have more of the community's voice to be heard and next year the Committee is going to be trying to get more of the community involved.
- Kevin Filchak would like to have an Emergency Preparedness Day next year. He will be speaking to Matthew Lohbusch about the day.
- **Next Month:** In December, the Committee will discuss community outreach ideas and about having a presentation from DEMHS Trainer.

9) **Adjourn:** Lou Brodeur made a motion to adjourn the meeting at 8:45pm. Sandra Brodeur seconded the motion. No discussion. Motion passed.

Sincerely Submitted,
April Lamothe
Recording Sectary

2016 Emergency Management and Homeland Security Committee Meeting Schedule

January 21
February 18
March 17
April 21
May 19
June 16

July 21
August 18
September 22
October 20
November 17
December 15