

**TOWN OF SOMERS
CIVIL PREPAREDNESS ADVISORY COMMITTEE
AGENDA –REGULAR MEETING
Friday, October 5, 2007
7:30 a.m.
Somers Firehouse**

1. **Call to Order:** The Civil Preparedness Advisory Committee meeting was called to order by Joe Tolisano at 7:30 a.m.

2. **Members Present:** Joe Tolisano, David Pinney, Terri Henderson, Art Hoza, Mike Provencher, Ken Anderson, Frank Falcone

Others Present: Anne Kirkpatrick, Jo-Ann Hornyak (*Disaster Coordinators – Church of Christ*) Don Davis, *Ellington Fire Department*, Freddie Weeks, *Deputy Director, Office of Emergency Management, Town of Ellington*

3. **Update on the emergency generator at the high school**

The emergency generator has been installed in the high school. Minor issue with the transfer switch which is currently being addressed. Once the transfer switch issue is resolved, school personnel will be trained on the operation of the generator.

4. **Update on Reverse 911**

On Wednesday, 10/10/07, Cox Communications will be disrupting service to the town between the hours of 12:00 midnight and 6:00 a.m. This includes local phone service if Cox is the supplier. The fire department is concerned about contacting 911 during this time and will have several firefighters at the fire house during this time to man phones. Frank Falcone suggested utilizing the Reverse 911 system to notify townspeople. This would be a test for the system. Joe Tolisano will put together a notification to be broadcast. Frank Falcone is the only one trained on the system, discussed timing and need to train others. Joe Tolisano suggested developing a test group to test the Reverse 911 quarterly. Terri Henderson suggested creating a timeline to address outstanding issues such as installation of accurate map, input of data, training and quarterly reports. Frank Falcone will work with Reverse 911 to get accurate map information in system. A person has been hired to input accurate data. This process will begin in next two weeks.

5. **Consider local Civilian Emergency Response Team**

Representatives from the Ellington Fire Department informed the group they have gotten two volunteers for their emergency response team. Discussion took place regarding the

value of such a team and how to attract volunteers, other than current fire fighters and ambulance personnel. CERT training would consist of a 12 hour training course. There are meetings every other month as well as additional training sessions throughout the year. Volunteers would primarily be responsible for themselves, their families, neighbors in an emergency. They may

be deployed to an incident. Responsibilities include assisting in shelters, food distribution, basic first aid, basic shut off of utilities, traffic control, parking, etc. The committee agreed to send out information asking for interested volunteers for a CERT team. There was also discussion about visiting PTA's, churches, senior centers, and civic clubs. Joe Tolisano will draft a letter for the website and to send to groups.

6. Develop plan for training on local emergency response plan

Dave Pinney suggested table top exercises on different emergency scenarios in order to practice and plan for an emergency. Joe Tolisano will review the current written plan. He will email the plan to the committee for review. The next meeting of the Advisory Council the committee will confirm it is current and all parts are in place, they will briefly review the plan and discuss training options.

The next Civil Preparedness Advisory Council meeting is November 2, 2007 at 7:30 a.m. at the fire house.

7. Adjournment

It was MOVED (David Pinney) and SECONDED (A. Hoza) PASSED (7-0) to adjourn the Civil Preparedness Advisory Committee meeting at 8:45 a.m.

Minutes are not official until approved by Civil Preparedness Advisory Committee.