

**TOWN OF SOMERS
CIVIL PREPAREDNESS ADVISORY COUNCIL
MEETING AGENDA
Friday, December 4, 2009
7:30 a.m.
Somers Fire House**

1. Call to Order – Emergency Management Director Joe Tolisano called the meeting to order at 7:35 a.m.

2. Members Present: Bob Cafarelli, Jose Claudio, David Palmer (new – replaces Terri Henderson); Lisa Pellegrini, Mike Provencher; Maynard Suffredini, Dan Thayer; Joe Tolisano. Also present were Bill Boutwell, Dir. of Business Svcs., Somers Schools; Peter DeBrino, Somers CERT Team; Steven Jacobs, Town Sanitarian; Jim MacFeat Maint. Supv., Somers Schools; Elaine Masterson, Somers VNA; Marcia Mitchell (recording); Todd Rolland, Highway Foreman; Judith Snyder, Somers Community Health & Wellness Assn.; Connie Tague, Home & Community Health Services

3. Emergency Response Plan Briefing

Dr. Suffredini introduced new member, David Palmer, filling the membership seat designated for the Board of Education.

- H1N1 Briefing – Ms. Mitchell informed the group that she had notices of interest in the clinic from the parents of 264 middle/high school students; parents of 13 children aged 6 months to 5 yrs.; parents of 95 elementary school students; and 47 adults in risk groups, for a total pool of 419 interested individuals. She said that appointment e-mails would be going out to the entire list today for the clinic scheduled for 12/8/09, from 5-7:30 p.m.
- Continuity of Operations Plan (COOP)-Influenza Pandemic Emergency – Mr. Tolisano said that the plan had been signed off and would be filed with CT DEMHS.
- R-911 issues – status- no new issues at this time. A recap of the issues reviewed at the last meeting was provided.
- CERT update – Mr. DeBrino said that CERT information had been provided to the Town for posting on the Town's website. Ms. Mitchell said that she would see to it that the info was posted and linked during the month of December.
- Tabletop Exercise plan – Mr. Tolisano stated that the H1N1 Clinic planning, implementation and review would serve as this year's tabletop exercise.

Mr. Tolisano added that he and Mr. Thayer had received a quote for an additional portable radio for the EOC in the amount of \$650.10, and that he had approved the expense from the EOC budget. He asked Ms. Mitchell to determine if there were any grant funds available from the EOC Operations Grant provided by CTDEMHS; Ms. Mitchell will investigate and report back.

5. Approve 11/6/2009 Meeting Minutes – ***Motion (Dr. Suffredini), seconded, (Mr. Provencher) and unanimously voted to accept the minutes of the 11/6/09 meeting as written.***

6. Adjournment – there being no other business or comments, ***motion (Dr. Suffredini), seconded (Mr. Provencher) and unanimously voted to adjourn the meeting at 7:45 a.m.***

Respectfully submitted,

Marcia L. Mitchell
Exec Asst/Ops Mgr
Recording Secretary

MINUTES ARE NOT FINAL UNTIL APPROVAL AT A SUBSEQUENT MEETING