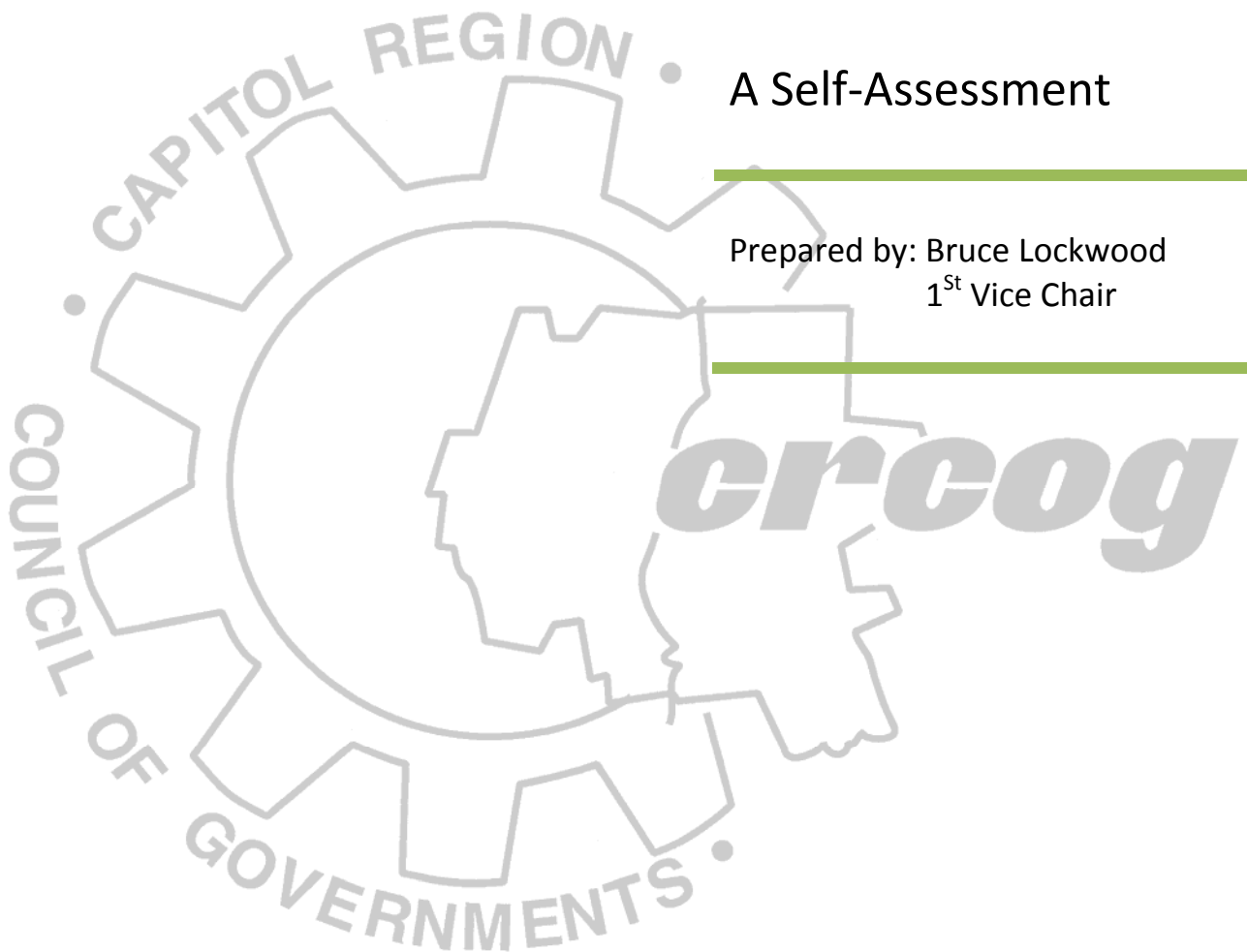

Emergency Support Function Status Report 2009

A Self-Assessment

Prepared by: Bruce Lockwood
1st Vice Chair



Capitol Region Emergency Planning Committee

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Overview

The Capitol Region Council of Governments (CRCOG) is guided by the chief elected officials of the metropolitan Hartford municipalities. The mayors, first selectmen, town managers/administrators and town council chairmen who make up our governing Policy Board recognize that the future of our individual member communities is tied to the future of our region. Our members have collaborated for more than 30 years on a wide range of projects to benefit our towns individually and the region as a whole. The CRCOG Public Safety Council develops and implements practical regional projects to promote regional public safety. The Capitol Region Emergency Planning Committee (CREPC) officially adopted by-laws on November 19, 2001 when it became a committee of the CRCOG Public Safety Council. There are currently 20 CREPC Emergency Support Functions (ESF), established to mirror where possible the National Response Framework.

CREPC Emergency Support Function (ESF) Chair Information			
First Name	Last Name	Emergency Support Function Position	ESF Name
Karen	Olson	Chair, ESF-1	Transportation
Keith	Victor	Chair, ESF-2	Communications
David	Gofstein	Chair, ESF-3	Public Works and Engineering
William	Austin	Chair, ESF-4	Firefighting
Don	Janelle	Chair, ESF-5	Emergency Management
Katherine	McCormack	Chair, ESF-6	Mass Care
Bruce	Lockwood	Chair, ESF-7	Resource Management
John	Shaw	Chair, ESF-8	Public Health and Medical Services
Peter	Vernesoni	Chair, ESF-9	Search and Rescue
Gary	Allyn	Chair, ESF-10	Oil and Hazardous Materials
Arnold	Goldman	Chair, ESF-11	Animal Response

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Mark	Sirois	Chair, ESF-13	Public Safety and Security
Laurie Ann	Scotti	Chair, ESF-14	Business Continuity Planning
Ed	Lescoe	Chair, ESF-15	External Affairs (Media)
Dan	Dube	Chair, ESF-16	Volunteer Management
Stephen	Thal	Chair, ESF-19	Special Needs Management
VACANT		Chair, ESF-20	Disaster Faith Services
Steve	Caron	Chair, ESF-21	Collegiate Services

Purpose

The purpose of this report is to look at the current status of the Emergency Support Functions sub-committees of the Capitol Region Emergency Planning Committee. The information provided in this report is a self evaluation by each ESF Chair.

Current Emergency Support Function Status (Reported by ESF Chair)

<p>1) <u>Please review your ESF's specific section of the current edition of the Red Plan.</u></p> <p>a) <u>Does it reflect what your ESF does?</u></p> <p>b) <u>If not what needs to be changed and why?</u></p>	
<p><u>ESF-1</u></p>	<p>The RED Plan is essentially a description of relationships and processes; I believe it represents what ESF1 will do, but never having been called upon in an actual emergency situation, I can't confirm that. I have participated in the Autumn Storm exercises to date, and was only called upon one time, and that was indirectly. I do have one question: the adopted RED Plan online calls for RICS to notify the appropriate ESF chairs, and the chair to call the ESF5 Duty Officer for further instructions. The draft REOP Plan calls for RICS to notify the ESF5 duty officer, the ESF5 duty officer to notify the appropriate ESF chairs, and then the ESF chair to contact the duty officer for further instruction. Neither sounds accurate to me. I also think that for ESF1, there may be direct contact from the ESF5 duty officer, but I think it would be more likely that a request for assistance would come through the ESF7 chair. This was one of the problems for me at the Autumn Storm functional exercise in that I wasn't sure who to report to, or how. I think this</p>

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	“chain of command” could be reviewed and clarified.
<u>ESF-2</u>	NO, ESF-2 is not notified at the same time that ESF-5 is, this was done at the beginning and now only ESF-5 is notified. This has been brought to the attention of ESF-5 with no change. TCIP was done and ICTAP also stated that we need to be notified.
<u>ESF-3</u>	<p>Neither the RED nor REOP plans are even close to being descriptive of the myriad responsibilities and abilities of ESF-3. It originally had been written by a very capable MDC Operations Manager (now long retired) who wrote a plan that was comprehensive regarding water and wastewater, but missed out on the multi-function roles ESF-3 plays in a local agency. Examples:</p> <p>ESF 1-Transportation Lacking personnel to staff this unit, Public Works Personnel may perform these duties.</p> <p>ESF 2-Communications Support of this ESF with Power and Resources Example: Bucket Truck to replace downed antenna, Generators, tables and chairs</p> <p>ESF 4-Firefighting Support of this ESF with fuel, heavy equipment, maintenance and repair staff, civil and structural engineering</p> <p>ESF 5-Information and Planning Preparation of damage assessments, GIS, Plans and Maps</p> <p>ESF 6-Mass Care Moving, setup, housing, sheltering, coordinating bulk distribution of emergency relief supplies.</p> <p>ESF 7-Resource Support Public Works Departments may be the best or only local government agency for this function.</p> <p>ESF 8-Health and Medical Delivery and distribution support</p> <p>ESF 9-Search and Rescue Portable sanitation, base camp setup, GIS and Mapping, off road equipment</p> <p>ESF 10-Hazardous Materials GIS and Mapping, heavy equipment, misc support.</p> <p>ESF 11-Food and Water Ability to store, transport, and distribute food and water assistance to affected areas</p> <p>ESF 17-Animal Services Trucks, space, equipment, sanitation</p>
<u>ESF-4</u>	Yes it accurately reflects ESF 4 Fire Services
<u>ESF-5</u>	ESF 5 does.
<u>ESF-6</u>	<p>“It” could coordinate efforts as described in the RED Plan for ESF 6 – organizationally.</p> <p>ESF-6 would require more than a chair and the American Red Cross.</p>

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<u>ESF-7</u>	Yes
<u>ESF-8</u>	Both the RED Plan V 3.1 and the draft RESP pretty accurately reflect the RESF 8 function. There are just a few updates needed due to policy and procedural evolution, but none are essential.
<u>ESF-9</u>	The current edition of the Red Plan does not reflect what ESF 9 does. There are many changes needed to reflect what ESF 9 does. The primary change is needed to have the Red Plan follow the direction of the National Response Framework by calling ESF 9 Search and Rescue and not USAR. There are many more changes that need to be made to be a useful document. I have made these changes and I have passed them on to Carmine to be included in the new document. Since I have not seen the new document I can not comment on where ESF 9 currently stands.
<u>ESF-10</u>	The only addition/revision required is for the RESF-10 duty officer will communicate with the RESF-5 Duty Officer and activate the team based on intelligence gathering through the incident commander.
<u>ESF-11</u>	The current R-ESF 11 Annex discusses is reasonably accurate. It does discuss capabilities that are aspired to, such as veterinary care, which remain outside our current operational capabilities. The 2009 UASI Grant application included a request for funds to develop a "veterinary response unit" which would allow provision of veterinary medical care under field conditions.
<u>ESF-13</u>	Yes
<u>ESF-14</u>	The section for ESF14 is "under development" on the website so it does not reflect what we are doing. This needs to be completed.
<u>ESF-15</u>	Yes
<u>ESF-16</u>	No. However we did submit some minor changes for the new RESP.
<u>ESF-19</u>	No. We are a support function unit only. Currently the unit is focused on presentations to First Responders and CERT team members within the Region. Need to develop: ERT, Duty Officer, and an informational system. Also, need to have contact info on all of the ESF Chairs as well as information sharing from each. Development of a shared Resource directory is the key. Is one available and can it be shared?
<u>ESF-20</u>	Currently vacant
<u>ESF-21</u>	Our ESF presently does not have an official write up in the RED Plan. We were waiting for consultation from CREPC

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<p>2) <u>Review your ESF's specific section of the ESF 5 Duty Officer hand book.</u></p> <p>a) <u>Does it reflect what your ESF does?</u></p> <p>b) <u>More importantly are they consistent?</u></p>	
<u>ESF-1</u>	<p>The handbook has contact information only, which would be especially useful if I was unavailable (it spells out in black and white how to request full sized buses.) I am giving Don Janelle some additional information for that section that would give contact information for vans that could be used to move people in wheelchairs and for the ConnDOT Highway Operations Center.</p> <p>The handbook and the RED Plan are consistent in that they deal with different aspects of emergency planning: systems & relationships vs concrete information about who to call when needed.</p>
<u>ESF-2</u>	I am not privy to the ESF-5 Duty officer book.
<u>ESF-3</u>	<p>Not in the least. I was unaware that I was "working on this descriptive section", because I was unaware that an ESF-5 Duty Officer handbook existed.</p> <p>They will be once I write them</p>
<u>ESF-4</u>	Yes, Yes
<u>ESF-5</u>	Yes, I am in the process of bringing it into alignment
<u>ESF-6</u>	No it only has contact information. No
<u>ESF-7</u>	The ESF section of the ESF-5 duty officer handbook is not complete. ESF-7 will update with ESF-5.
<u>ESF-8</u>	There is no RESF 8 section in the ESF 5 handbook.
<u>ESF-9</u>	The ESF 5 Duty Officer Handbook does reflect what ESF 9 does. They are not consistent.
<u>ESF-10</u>	It is current, yes
<u>ESF-11</u>	Yes, Yes
<u>ESF-13</u>	Unable to answer

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<u>ESF-14</u>	N/A, N/A
<u>ESF-15</u>	There is nothing in the D. O. handbook.
<u>ESF-16</u>	No. It needs to be updated and we are in the process of gathering information.
<u>ESF-19</u>	No, based on the REOP. Have not received the Duty Officer's manual as of this date.
<u>ESF-20</u>	Currently vacant
<u>ESF-21</u>	See above, see above

3) <u>In your review of these two documents are there gaps between the intended and your current operational status.</u>	
<u>ESF-1</u>	<p>Yes, there are gaps in the RED Plan in that I have not done much of the training mentioned; I do not know/believe that most of the agencies listed as participants even know that they are in the Plan; as mentioned earlier, I am not clear about the chain of command.</p> <p>There are also gaps in the handbook, which I am working on to fill (as mentioned above.)</p>
<u>ESF-2</u>	Same as stated in the first question, until this is formally finalized this will be a major downfall of the system.
<u>ESF-3</u>	<p>The descriptions in the RED/REOP plan are for water and utility primarily; there is nothing ESF -3 specific in the ESF-5 Duty Officer handbook. Having said that, most ESF agencies are turn key operations; we already do what we would do regionally in an emergency on a local level. Both Wethersfield's and Farmington's responses to recent weather events at the ESF-3 Level were handled competently from a ESF-3 agency response level well, if not in accordance with the plan.</p> <p>In my opinion, most agencies could stand up a significant portion of their resources if required. My biggest concern is counting human resources multiple times; i.e. dump truck, truck full of cots, manpower to set up a shelter, or truck full of traffic cones all depending on the same operator(s).</p>
<u>ESF-4</u>	Lack of informational support from many of the ESF's.
<u>ESF-5</u>	None that I see

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<u>ESF-6</u>	The gaps exist because ESF-6 needs development.
<u>ESF-7</u>	The gaps exist because ESF-7 has not updated the handbook.
<u>ESF-8</u>	<p>Yes. There are significant gaps between the expectations by ourselves and by others regarding RESF 8's capabilities, and our actual performance capacity.</p> <p>Example: It is expected that we can deploy a functional MRC that can sustain its operations in the field; yet we have not adequately trained the MRC personnel for these roles, nor do we have the willingness on the part of CREPC stakeholders to fund the MRC's operations and logistics.</p> <p>Example: for all ESF's, until we have a logistics capability that includes inventory control and tracking of resources, none of us will be able to perform our support and coordination functions as well as we are expected. We will fumble during the first hours just like everybody else.</p>
<u>ESF-9</u>	There are a number of gaps that need to be filled to make both documents workable. One of the changes that needs to be made in the ESF 5 Duty Officer Handbook is to have the correct phone number for the ESF 9 Chair
<u>ESF-10</u>	No
<u>ESF-11</u>	YES. Veterinary medical care as mentioned above, in particular. Also mention is made in the R-ESF 11 Annex of "search and rescue" capabilities with respect to animals. That capability is assumed to be under the authority of local or state animal control officers (ACO). CTSART and R-ESF 11 does not have mission specific equipment for independent S & R operations (i.e. boats, motor vehicles) or missing specific training in independent search and rescue operations involving animals (high angle operations, swift water, etc.). It is assumed that such operations would be jointly conducted with S & R directed at human victims, i.e. an ACO, would accompany S & R teams when conducting their field operations. While a significant number of our volunteers are in fact municipal ACOs, when operating outside their own jurisdiction they would not have independent authority to conduct S & R, despite being technically capable of doing so.
<u>ESF-13</u>	Unable to answer
<u>ESF-14</u>	We are not an operational group so I don't think we fit in here (at this point)
<u>ESF-15</u>	There is nothing to compare--there is no D.O. document.
<u>ESF-16</u>	Yes, but we are building up the on-site volunteer management portion of RESF-16.
<u>ESF-19</u>	Yes. We are a support unit.
<u>ESF-20</u>	Currently vacant

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<u>ESF-21</u>	Unable to answer
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4) <u>Provide your ESF's three deep list, along with a list of current members of your ESF and stakeholders represented.</u>	
<u>ESF-1</u>	No three-deep list. I need help with this. I will get you the membership list on Monday. And I will indicate which of the "members" have been regular attendees. We have lost a lot of participation over the last few years, but have also picked up some members. This is because the original list was based upon a highway incident planning effort and now we are more of an emergency planning group. I am hoping to revive some of the highway incident planning effort this fall. Perhaps some of the participation will increase. Also, a lot of members have retired! It will be hard to replace them given the fact that the State retirements have created such a staffing problem.
<u>ESF-2</u>	Already done: Keith Victor, Chairman; Mike Boucher-Co Chairman, and Chris Marvin- Co Chairman
<u>ESF-3</u>	For the moment, I am it. I have a commitment from Eric Hood, Director of Public Works for Cromwell, to participate, and Mike Turner, Director of Public Works for Wethersfield has recently been named their EMD, and I expect to lasso him.
<u>ESF-4</u>	William Austin); William Perez; Doug Whalen; John Kupernik); Rick Peruta ; Tony Dignoti
<u>ESF-5</u>	Please refer to ESF-5 Duty Roster.
<u>ESF-6</u>	Katherine McCormack , Chris Baker
<u>ESF-7</u>	Bruce Lockwood, Don Davis In addition several ESFs have assigned one of their members to work with ESF-7.
<u>ESF-8</u>	Leadership list attached. Current RESF 8 "membership" numbers @ 70 people, @ 35 of whom attend RESF 8 monthly meetings on a regular basis. Stakeholders are divided among the 7 sections of RESF 8 and are representative of the region's public health and medical communities, as well as DPH and DEMHS liaisons and interested citizens.

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<u>ESF-9</u>	Dr. Peter J. Vernersoni, Chair , Marian Beland, Al Beland, Sam Goicoechea, HFD Additional members will be added when the Red Plan is made current and representation other than USAR is directed.
<u>ESF-10</u>	Assistant Chief Gary S. Allyn-West Hartford Fire ESF-10 Coordinator Assistant Chief William Perez-East Hartford Fire ESF-10 Dep. Coordinator Chief Michael Varney-Ellington Fire ESF-10 Dep. Coordinator Assistant Chief Mike Jepeal ESF-10 Dep. Coordinator Lt. Dustin Rendock-Hartford PD. ESF-10 Dep. Coordinator Stakeholders: West Hartford Fire Department East Hartford Fire Department Ellington Fire Department Simsbury Fire Department Hartford PD Bomb Squad Additional single memberships from other region 3 fire departments and private industry.
<u>ESF-11</u>	Arnold L. Goldman DVM, MS Peter S. Conserva VMD Howard Asher DVM Current members include the 69 persons referenced in #6 below.
<u>ESF-13</u>	Chief Sirois, Chief Mulhall, Chief Kenney Capitol Region Chief's of Police Association (CRCOPA)
<u>ESF-14</u>	We have companies (not always individuals, different folks cycle in and out) represented and are in the process of individual responsibility assignments. We are more of an "informed" group at this point as opposed to actively participating in an event. We can bring resources to the table but need "bodies" that are currently not available (or willing) to commit.
<u>ESF-15</u>	Ed Lescoe CREPC ESF-15 Chair George Brophy University of Hartford (UofH) Melissa Bengtson Metropolitan District Commission (MDC)
<u>ESF-16</u>	There is an RESF-16 Duty Officer schedule that is filed with RESF-5. Includes the chairperson and 2 co-chairs that rotate being on-call/back-up monthly. Currently

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	<p>we only have municipalities with active CERT's represented on RESF-16:</p> <p>Andover, Avon, Bloomfield, Bristol, East Hartford, Ellington, Enfield, Hartford, Manchester, Middletown, New Britain, Portland, Somers, Southington, Vernon, West Hartford and Windsor Locks.</p>
<u>ESF-19</u>	<p>Three deep-Stephen Thai-primary, Brian Rykowski secondary and Therese Nadeau-mercenary</p> <p>Members of the team: Mary Ann Langton, Stacie Mawson, Dennis Mitchell, Therese Nadeau, Brian Rykowski and Stephen Thai.</p> <p>Stakeholders-DDS, DD Council, Commission on the Deaf and Hearing Impaired and NEAT Market Place.</p>
<u>ESF-20</u>	Currently vacant
<u>ESF-21</u>	<p>Steven Caron George Brophy Cliff Ashton</p> <p>Saint Joseph College Trinity College University of Hartford Wesleyan University Goodwin College</p>

<p>5) <u>Do you see your current capability as support or are you able to be operational?</u></p> <p>a) <u>If support, what is the gap we need to address to your ESF operational?</u></p>	
<u>ESF-1</u>	Current capability is definitely "support." I'm not sure how or even if we would ever become "operational." I need more information about what you mean by "operational" to more fully answer this question.
<u>ESF-2</u>	Communications Vehicles (4), RID Team, and COML's
<u>ESF-3</u>	Our discipline normally does do both; I think as in the answer to 3 above, we are capable of both to various degrees at this point.
<u>ESF-4</u>	Operational
<u>ESF-5</u>	We are operational

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<u>ESF-6</u>	As in #3 ESF-6 needs development.....per our conversation a couple of weeks ago.
<u>ESF-7</u>	ESF-7 has can provide support during an operation, however the resource management project currently underway will enhance our capabilities.
<u>ESF-8</u>	<p>RESF 8 suffers from a lack of appropriate authorities to do its many jobs. The RESP and the RED Plan both describe a <i>limited</i> operational role for RESF 8 in addition to its planning function, yet our MMRS deliverables clearly define a <i>robust</i> operational capability (Rx stockpile for 1st responders and their families; statement of operational capability to activate and deploy resources to support chem/bio/radiological response plans; training and exercise requirements, etc.) that includes the ability to deploy and support Medical Reserve Corps operations.</p> <p>The draft RESP appears to further limit the operational roles and responsibilities of CREPC in general, but especially the ability of CREPC to deploy the MRC without state authorization. This is a fundamental issue that needs to be addressed by CREPC: the MRC is a local asset by design, and is funded with local dollars; yet the state views all MRC's as essentially state assets to be activated when DPH thinks it is appropriate. I doubt the CREPC communities would be happy to know they are funding a state resource.</p> <p>In spite of these limitations, RRESF 8 continues to write operational plans and protocols, as what is the point of writing a plan if it cannot be operational zed?</p>
<u>ESF-9</u>	ESF -9 resources are currently operational and can serve in a support capacity depending upon the situation they are deployed to. Since 1 January 2009 CCSAR has deployed on seven search and rescue calls. MMBSAR and Manchester EMCOMM have both deployed on a number of these same cases. If the command and control is with the team we are operational. If we are supporting responsible agencies (fire departments, local police, CSP, etc.) we function in a support capacity. The gap we need to have filled is to have the documents be consistent to recognize the teams involved in ESF 9.
<u>ESF-10</u>	Operational
<u>ESF-11</u>	Currently operational and in support of R-ESF 6
<u>ESF-13</u>	Operational
<u>ESF-14</u>	Support
<u>ESF-15</u>	ESF-15 is operational.
<u>ESF-16</u>	For the Citizen Corps Council (CERT) we are operational to a limited degree due to communications gaps between the region and the locals. For volunteer

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	management we are support due to undeveloped plans and inadequate resources. For both we are working towards filling the gaps.
<u>ESF-19</u>	Support function. Refer to number 1. We need to establish priorities based on the REOP responsibilities. Current function has been training only and taking FEMA classes.
<u>ESF-20</u>	Currently vacant
<u>ESF-21</u>	Support

6) What are the resources that your ESF can deploy with and have you started to collect data on those resources?

<u>ESF-1</u>	<p>The resources that we could “deploy” (or better: “request deployment”) would be vehicles (full sized buses, medium sized buses, wheelchair tie-down equipped vans) and traveler information (variable message signs, highway advisory radio, and other DOT resources to be named a future date—I’ve asked for a list from ConnDOT.) I have the contact information for: CT Transit, ConnDOT, Greater Hartford Transit District, and outdated info from about 18 municipalities which I am in the process of updating. I have contact information for AMTRAK police, Greyhound, the statewide school bus association, the Enfield prison system. Except for the first three entities (CTT, CDOT, GHTD), I have not made any real outreach to these entities.</p> <p style="text-align: center;">We are also exploring the possibility of training bus supervisors & drivers at CT Transit in emergency procedures through the CERT program.</p>
<u>ESF-2</u>	At this time meetings are not getting anything done, once we get something accomplished everyone is notified.
<u>ESF-3</u>	What do you want? CRCOG, the state, and I have resource typing lists, as credentialing moves forward we will have human resources as well.
<u>ESF-4</u>	As described in the DO handbook
<u>ESF-5</u>	Resources: Ability to activate all other ESFs, CT 3 IMT. But resources, our ESF is mainly management and coordination of other ESFs
<u>ESF-6</u>	ARC resources, Salvation Army canteen, First Adventist Church has contacted us.
<u>ESF-7</u>	ESF has limited resources available to assist in operating an RCC, ESF-7’s primary responsibility is to manage and track the resources of other ESFs.
<u>ESF-8</u>	<ul style="list-style-type: none"> • Regional EMS resources have been quantified and typed to meet state/federal grant requirements.

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	<ul style="list-style-type: none"> • Region 3 EMS strike teams and taskforces will be identified by 1 September 2009 to meet the requirements of the Statewide Forward Movement of Patients Plan. But leadership training and training on the FMOP Plan needs to be supported, funded and implemented by CREPC before these teams can be considered truly operational. • RESF 8 oversees six trailers of medical supplies currently located in West Hartford. Condition and status unknown, and no inventory management process currently exists to manage the deployment or replenishment of those supplies. The biggest issue: these supplies need to be organized into a “go-kit” format for rapid deployment. The MRC will attempt this soon I hope. • RESF 8 can deploy (with state authorization) two Medical Reserve Corps units, each with very limited operational capabilities due to minimal training for their operational roles, and due to the funding issues raised above. • In conjunction with an MRC deployment, RESF 8 can deploy six tents and a command vehicle to create a mobile medical facility with a 55-bed capacity. • CRMMRS maintains a chem/bio antidote stockpile that is readily deployable by air or ground and is supported by appropriate MOA’s and protocols for transport and distribution. Current inventory provides antibiotic protection to @ 35,000 responders and their families, and Mark I protection to @ 1000+ responders. Deployment mechanism is tested monthly (MMRS requirement). Currently, the cost of maintaining the stockpile is @ \$70,000 every two years to replace expiring drugs, with an additional expenditure of @ \$200,000 every five years to replace expired Mark I kits. Question for CREPC: what happens when the MMRS money runs out? • RESF 8 can stand up a medical incident management team, comprised of leaders from the seven sections of RESF 8 and CTDPH, on a 24/7 basis. • By agreement with the state DMHAS, RESF 8 can activate a regional Behavioral Health Response Team to be deployed in support of Region 3 operations at shelters, accident scenes, etc. • CRMMRS maintains a Memorandum of Agreement with the five other MMRS jurisdictions in New England for mutual assistance (personnel and drugs). This MOA has been challenged in the past by both CTDEMHS and by MADOH; currently, DEMHS maintains it has the authority to deny any requests by CRMMRS for supplies from out-of-state. CRMMRS has requested that DHS intervene in this dispute, but thus far without result, and it is unlikely that DHS will help. The impact of the current situation: readily available trained and credentialed public health and medical personnel are unavailable to us from adjacent states unless the DEMHS says we can have them. This is a poor situation when we are responding to substate regional incidents that may never reach the level of a state-declared emergency. • Sixteen participating local health departments are organizing regionally deployable strike teams for surveillance and detection in the event of a suspected bio-agent release; expected to be deployable by December 2009. • Each of the seven RESF 8 sections maintains lists of SME’s available for deployment to regional incidents (public health, infection control, etc).
ESF-9	At the present the core resources include Connecticut Canine Search and Rescue, Manchester Mountain Bike Search and Rescue, Manchester EMCOMM, Trained Manchester CERT team members, local police and fire department personnel and canines,

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	and dive teams from a number of towns and areas. As soon as additional resources are recognized as meeting member requirements they will be added to the list. The teams listed have a number of materiel resources in their personal inventories along with a sizable list of materiel and supplies which can be provided by fire and police.
<u>ESF-10</u>	Hazmat response, containment, confinement, product control, communications, reference/research, decontamination, weather monitoring, air monitoring.
<u>ESF-11</u>	69 R3 CERT Trained Personnel, 12 Region 1,2,4,5 CERT Trained Personnel = 81 Total
<u>ESF-13</u>	Resource Typing completed for DEMHS (on file with CRCOG)
<u>ESF-14</u>	N/A at this point. I see as a future state subject matter expertise in areas like technology, project management, telephony, etc.
<u>ESF-15</u>	ESF-15 can work with a local PIO, or assume the duties of a PIO, if there is none.
<u>ESF-16</u>	We have our various CERT's that can deploy. Some have specialized capabilities on top of their basic CERT training. A partial list is included in the RESF-5 Duty Officer Handbook and we are working on updating that list.
<u>ESF-19</u>	Access to DDS and Oak Hill Group Home listings and the BESB Registry of children who are visually impaired or blind and adults who are blind. Also can have access to persons who are Deaf Blind and being served by the Deaf Blind Grant program...
<u>ESF-20</u>	Currently vacant
<u>ESF-21</u>	Resource typing for our group is completed yearly. We have facilities and resources for Alternate Care Facilities, Regional Mass Casualty sites, triage, PODS, Shelters, Transportation Vehicles, public works, safety personnel, medical, pharmacy and nursing students and staff.

7) Please establish a meeting schedule going forward. Maybe not monthly but at least a schedule (at minimum every six months). Going forward each ESF should submit a written report after these meetings, and our hope would be for the monthly CREPC report.

<u>ESF-1</u>	We have been meeting quasi-monthly, the schedule is every month, but we cancel if there is no work to do. We took the summer off and expect to resume in September. I am also thinking that I might change our schedule to one month Emergency Management and the following month Highway Incident Management, but I haven't quite worked that out in my mind as yet.
<u>ESF-2</u>	More cooperation between the other ESF's when asked for information that is needed for Com Plans we done not have the cooperation of the other ESF's. This is desperately

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	needed in order to get the communications established once an incident does occur. There are too many EGO's to go thru to get this accomplished.
<u>ESF-3</u>	Acknowledged; target to start September 2009.
<u>ESF-4</u>	ESF 4 conducts regular monthly DO meetings except in the summer.
<u>ESF-5</u>	ESF 5 meets regularly every other month or more often as needed.
<u>ESF-6</u>	For discussion
<u>ESF-7</u>	Regular meeting will be scheduled starting in October of 2009. I anticipate the committee will become more activate and robust as the resource project develops.
<u>ESF-8</u>	Monthly meetings of RESF 8 are held on the first Wednesday of the month at the East Hartford Public Safety Complex. Average attendance: 35. Minutes are posted to the CRCOG website, as are the sectional meeting minutes for the EMS, Local Health and Hospitals sections.
<u>ESF-9</u>	As soon as the Red Plan replacement is published and clarification of the ESF 9 takes place I hope to set up a quarterly meeting schedule with recognized team members. Hopefully this will happen soon.
<u>ESF-10</u>	Training is scheduled monthly with ESF-10 coordination group meeting quarterly or as needed.
<u>ESF-11</u>	Under development.
<u>ESF-13</u>	CRCOPA monthly meetings
<u>ESF-14</u>	We have an every other month schedule. Remaining meetings for 2009 are scheduled for 9/17 and 11/18.
<u>ESF-15</u>	There is no need for a meeting schedule. As Chair of ESF-15, I either see, talk or email members regularly.
<u>ESF-16</u>	The Capitol Region Citizen Corps Council meets monthly. Usually the first Monday of every month @ 10 AM at CRCOG. Minutes are kept by Viola Heath (CRCOG) and are disseminated to the members of the council. RESF-16 Leadership meets at least once a month an hour prior to this meeting and hope to open this meeting up to others as we build up the on-site volunteer management capability. We will keep minutes moving forward.
<u>ESF-19</u>	We plan on meeting monthly toward establishing ESF 19's goals for the coming year with assistance from CRÊPC. Meeting notes of July 31 st have been sent to Bruce Lockwood.
<u>ESF-20</u>	Currently vacant

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<u>ESF-21</u>	Meeting schedule will be posted once our ESF write up in the RED Plan.
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8) What do you as the chair of your ESF need to be more successful at fulfilling your responsibilities as Chair?

<u>ESF-1</u>	<p>I have a dedicated ESF1 membership, but I need people who would be willing to become part of the 3-deep leadership. My membership consists of transportation providers, who will have their own issues during an emergency, and State & regional transportation planners who do not see themselves acting as active participants in an emergency. I think I could use some retired responders who are looking to continue in an emergency response role. An idea might be to reach out to the CERT teams. . .the person does not need a transportation background of any kind.</p> <p>I have had significant help, especially from you, Carmine, Dan and Bill Austin to help get this ESF working in the right direction. More of that (especially training in the RED Plan and its ancillary documents) would help a lot. Sometime this fall or winter, I would like to hold a workshop/symposium/whatever we might call it to make transportation providers (management, supervisors, drivers) aware of the RED Plan, their “expected” role, etc. I will need a lot of help to pull something like that off. . .</p>
<u>ESF-2</u>	More cooperation between the other ESF’s when asked for information that is needed for Com Plans we done not have the cooperation of the other ESF’s. This is desperately needed in order to get the communications established once an incident does occur. There are too many EGO’s to go thru to get this accomplished.
<u>ESF-3</u>	It would help to have had an ESF Chair handbook or guide existed.
<u>ESF-4</u>	Agency support from all member organizations.
<u>ESF-5</u>	Try to keep situational awareness of any changing trends in the emergency response arena. Adjust our operational plan to fit the changing environment.
<u>ESF-6</u>	I would like to discuss this with you.
<u>ESF-7</u>	It was not until recently that funding for ESf-7 projects were included in spending plans. I believe these projects once complete will not only help ESF-7 during planning and events, but will have the ability to enhance day-to-day capabilities of member communities and partners.

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<u>ESF-8</u>	<ol style="list-style-type: none">1. Span of control is stretched to the limit in RESF 8, and the number of current projects for which RESF 8 is responsible is increasing, so it is difficult to stay on top of all aspects, and frankly some projects have received less of my attention than they deserve. Volunteerism from RESF 8 members is minimal at this time, as folks who have served in leadership roles for the past several years are burning out, and new leaders are largely reluctant to step up, having seen the workload. I am working to resolve this within RESF 8 by actively soliciting new volunteer leadership for specific tasks, but that has been of limited value.<ol style="list-style-type: none">a. What might help greatly, not just for RESF 8 but across CREPC, is to have CRCOG adjust its business model to allow for hiring of more part-time project managers. As it stands now, very few CREPC projects ever reach completion, and I believe that is a function not of funding but of appropriate leadership. It is time for CREPC to accept the responsibility for hiring competent specialists to run individual projects, as we can no longer expect volunteers to do a good job on projects that are becoming increasingly complex, and for which our members lack the technical skills.2. RESF Chairs would also benefit greatly from the development of an appropriate mechanism for sharing information about the work being done. As an example, much of the work of RESF 8 has some level of impact on the work of other RESF's and on CREPC as a whole. Yet there are few opportunities for RESF 8 sections to present to CREPC leadership. That works both ways of course, and I am often surprised to find that other RESF's have been working on some of the same things we are attempting in RESF 8. I am not sure how to fix this, but I do know that neither the monthly RESF chairs' meeting nor the CRCOG website is helpful in this matter.3. CREPC needs to come to terms with the costs of operating truly regional assets such as the MRC and the evolving regional EMS strike teams. Unlike regional fire taskforces, regional hazmat teams, and bomb squads, the operational costs of which are absorbed by participating local jurisdictions, the MRC and EMS ST's are truly regional in nature, yet we have no funding mechanism in place to support their operations. Currently then, how could we ever justify their field deployment? CREPC needs to ensure that CREPC/CRCOG is committed to sustaining the operations of these teams and then must make sure the regional operational approach is accepted by our communities.4. Finally, there needs to be a resolution to the fundamental question of operational authorities for CREPC. I believe this will not be resolved until all aspects of this issue have been explored in a public forum involving state agencies and municipal administrative officers. Ultimately, whatever authority CREPC has comes not from the state but from the communities we serve, and we need to have our community leadership reaffirm their commitment to the regional process. We are too far along in terms of asset acquisition and operational planning to make the assumption that our community officials know and understand the nature of their commitment to the RED/RESP Plan.
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<u>ESF-9</u>	I need CREPC to move forward with the changes I made to the Red Plan so that a workable plan exists to support ESF 9.
<u>ESF-10</u>	This is a regional asset that is largely ignored by the majority of agencies in the region. Everyone one wants to be self sufficient but lack the training and equipment to fulfill the mission. Hazardous materials response is a specialized skill but is not revered as such. There are other competing agencies functioning in the region which allows for political choices not necessarily in the best interest of the end goal of public safety. This makes keeping personnel sharp in their skills and motivated difficult. At some level, regional members need to band together and realize the assets available to them and utilize what is their's for public safety instead of reinventing the wheel for public visibility. Public safety vs. public visibility is harming the regional approach and the end product.
<u>ESF-11</u>	I would need to be able to dedicate 40+ hours a week to planning training and exercise activities , team building and morale boosting activiites and creating communications and other publications or educational materials which would keep the volunteers engaged. I am hopeful that the next 12 months will allow me to shift some of this burden onto Dr. Asher who is in training so to speak to take more leadership responsibility.
<u>ESF-13</u>	N/A
<u>ESF-14</u>	Time and commitment. I have limited resources and need to get more people actually committed to doing some "thing" to support the group. We have a good idea (based on best in class info fro other area that do this better than us) of what we need to do but with everyone working and struggling to keep full time jobs, getting commitment has been very difficult. Potentially getting some support from CRCOG to help in facilitating meetings (we have the space at MetroHartford) we just need someone driving us in the right direction.
<u>ESF-15</u>	My priority is to recruit additional members and to retain current personnel. (With very few activations, it is difficult to keep people interested. The few drills that ESF-15 has participated in, we do not have any interaction with the PIO's from the various state agencies that are in these exercises.)
<u>ESF-16</u>	We need to get more participants in the volunteer management portion of the RESF. We also need funding for equipment and resources that we may need to manage our RESF and to further develop our programs.
<u>ESF-19</u>	Establish priorities as a region Set realistic goals and develop a strategic plan-allow for continuity of the RESF Unit. Identify additional personnel, contacts toward assisting RESF in carry out its obligations under the REOP. Identify administrative functions to be shared in supporting the RESF Unit. Establishment of a Statewide RESF Coordinator for shared information especially if

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	Region 3 needs to assist other regions during emergencies.
ESF-20	Currently vacant
ESF-21	Better communication and support from region.

Findings

19 out of 20 ESF Chairs reported, with the only ESF not reported being ESF-20 Disaster Faith Services which was vacant at this time of the report. An active search for a Chair of ESF-20 was underway at the time of this report.

Question 1: About half of the chairs reported that the current edition of the Red Plan needed edits or did not reflect what their ESF does or is capable of doing.

Question 2: About half of the Chairs reported inconsistent information or were not aware of the ESF-5 Duty Officer's Handbook.

Question 3: With the exception of ESF 5 and 10, all chairs reported that there were gaps between both documents and their current operational status.

Question 4: Most Chairs provided three deep information as well as stakeholders

Question 5: This question had mixed answers, some felt they were support, some operational and some where both.

Question 6: Most chairs could define what resource their ESF could provide to an incident/event.

Question 7: All Chairs provide a timeline for meetings meeting the minimum established by CREPC leadership.

Question 8: This question had several answers related to what the Chairs need to make the ESF more successful.

Recommendations

1. Plans and working documents need to be consistent. An annual review process similar to that required at the local level by DEMHS should be adopted by CREPC. This process should require a signature from the ESF Chair as well as the 1st Vice Chair and should be made a part of the documents.

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2. New initiatives need to be approved by the body of CREPC as ESFs are a sub-committee and do not have the authority to approve. An ESF should request approval at a full CREPC meeting. This request should be made through the 1 Vice Chair to the Chair to be added to the next agenda.
3. At least one strategic planning or workshop type meeting should be held annually.
4. A monthly status report in writing should be provided for each ESF. The format should be established by the leadership and a deadline for submittal.
5. At a minimum, ESFs must hold a committee meeting every six months. Minutes must be kept of this meeting and submitted to CREPC Leadership and CRCOG staff. This is important as CREPC serves as the Region 3 REPT.
6. Improve communication, greater efforts need to be made to communicate with all committees and stakeholders. To keep people engaged they must be informed.
7. Job descriptions for each ESF chair should be established.
8. Policies and procedures need to be developed to implement the plans we have.

Conclusion

CREPC has been successful since its inception, evolving to meet the holistic needs of the region. Our ability to have sustainability will require a renewed focus, establishing short term and long term goals and priorities for our ESFs as well as the organization as a whole. It is time for us to revisit the foundational values that established CREPC, creating a crosswalk between current grant investment justifications and those values.