

Capitol Region Council of Governments (CRCOG)  
241 Main Street, 4<sup>th</sup> Floor, Hartford, CT 06106  
**UASI Region 3 UAWG**  
September 29, 2009 10:00 a.m.

***Call to order***

Chairman Austin called the meeting to order at 10:05 a.m.

***Review/Approval of Minutes from the July 14, 2009 meeting***

John Shaw, seconded by Bruce Lockwood, moved to accept the July 14, 2009 meeting minutes. All in favor so voted.

***Administrative Remarks***

Dan Scace introduced Tracey Malenfont, a CRCOG staff member who is providing financial accounting support to UASI.

***Review of UASI Grant Implementation***

Dan Scace briefed on the status of 2008 UASI RFPs, an update on 2008 UASI funds obligated, and an overview of the next priorities for spending.

The UAWG reviewed and discussed recommended changes to adjust the 2009 UASI budget to the final grant amount. On a motion by David Gofstein, seconded by Mark Sirois, the UAWG approved the recommendation. All in favor so voted.

***New Business***

Dan Scace briefed the UAWG on Incident Management Team activities. Cheryl Assis briefed the UAWG on a new DEMHS initiative to develop a working group to develop statewide policy and procedure for the State's new Telephone Emergency Notification System provided by Everbridge. She recommended Rick Tardif and Jim Donnelly be assigned as our regional representative and alternate. This was approved with a motion by John Shaw, seconded by Bruce Lockwood. All in favor so voted.

***Next Meeting:*** Quarter 4, CY 2009, Wednesday, October 21st at 10:00 a.m.

***Capabilities Assessment – Draft Capabilities Assessment Summary Report/Determining Regional Priorities***

Mr. Andy Mazzeo and Mr. Steve Davis, consultants for the Capabilities Assessment project, provided a briefing on the Capabilities Assessment project. Included were; Project Status, Results of PCA, Summary of scores, Trends by Mission Area, Strengths/weaknesses, Focus for next 3 years and Discuss programmatic-level interview. The results of a UAWG survey to establish priorities for capability development was reviewed, discussed and approved with the highest 10 items identified.

***Adjournment***

The meeting adjourned at 11:36