



STATE OF CONNECTICUT – COUNTY OF TOLLAND
INCORPORATED 1786

TOWN OF ELLINGTON

Emergency Management Department

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Emergency Management
Director

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Deputy Director

FREDERICA WEEKS
Deputy Director

EMERGENCY MANAGEMENT ADVISORY COUNCIL (EMAC)

June 11, 2018 2:00 PM Town Hall Meeting Hall

MINUTES

Councilors Present: Patrick Getler – North Central District Health Department (NCDHD); Brian Santa – Sergeant, Resident State Troopers' Office; Joseph Palombizio – Director, Emergency Management; Peter Hany – President, Ellington Volunteer Ambulance Corps (EVAC); Anna Turner – Social Services; Frederica Weeks – Deputy Director, Emergency Management; Patrick Kenton – The Computer Company; Brian Greenleaf – Director of Finance and Operations, Ellington Public Schools; Julia Connor – Recording Secretary

1. CALL TO ORDER – 2:02 PM

2. APPROVAL OF MINUTES

A. Meeting of April 9, 2018

MOVED (HANY), SECONDED (TURNER) AND PASSED UNANIMOUSLY TO APPROVE THE APRIL 9, 2018 EMAC MINUTES.

3. UNFINISHED BUSINESS

A. Cyberattack – Town Hall I.T. System Exercise (Computer Company)

Patrick Kenton of The Computer Company spoke of the planned Recovery Time Objective (RTO) Test for the Town's computers. A new backup system was ordered from Datto, Inc., and once it is installed, the test will be run to see how quickly the servers can be restored from the backup in the event of a cyber incident. All critical servers are backed up every hour, both locally and on off-site servers. Joseph Palombizio reported that the majority of cyber-attacks are the result of employees unknowingly allowing access to outside agents. Patrick stated that he believed an IT

Risk Assessment was performed for the Town last year, run by Robert Friese of The Computer Company. Town backups are run through various tests, checking that content is recoverable and free of ransomware. Upon reporting on this agenda item, Patrick Kenton left the meeting at 2:19 pm.

4. NEW BUSINESS

A. Mass Casualty Exercise

A June 13 meeting was scheduled to discuss the exercise; Michael Purcaro of the Board of Education, having been involved with several similar exercises, will be available to provide suggestions. The exercise is going to take place on Sunday, October 14 from 7:00 am-11:00 am at the Indian Valley YMCA building. There will be 25 proposed “victims” and the plan is to transport individuals to Ellington High School.

B. Brian Greenleaf – School Security/Safety

Brian reported that an outside consultant, Joe Erardi, former Newtown School Superintendent, was brought in to take a look at the security infrastructure and practices and procedures; good suggestions for improvements were given, especially in terms of efficiently bringing ideas and concerns to each school as they come up. He reported that they are also looking into a low-risk high-impact event strategy, such as ALICE Training or Run Hide Fight, which they can incorporate into the overall training and philosophy in a patient and thoughtful manner. It’s important that any changes are implemented systematically and in a way that they become a part of the overall school culture. Peter Hany asked Brian if they were reviewing all of the schools, or just the high school. Brian responded that they are looking over each of the schools but due to its size, the high school is a priority. Peter mentioned that he had seen a newspaper article that went into what children as young as kindergarten aged were being taught, including staying quiet, turning lights off, and hiding when a teacher pulls shades and/or locks classroom doors. Frederica (Freddie) Weeks asked Brian if he considered their all-hazards plan to be in transition; he responded that he felt it was more of a situation where it was in a good place already, but they want to tweak it to make it even better. Patrick Getler asked that the NCDHD be able to make suggestions for improvements to proposed district-wide health updates, and Brian said they would be included on the committee. Much of that review is going to be started in the fall.

C. Emergency Management / CERT Updates

i. Ham Radio Team Update

The Ham Radio unit is one of the few forms of communication available when major systems are down, and the Ellington CERT team regularly practices on the system. A radio repeater is going to be installed on the tower of the Emergency Operations Center.

ii. Improvements to EOC Communications, Operations

The radio repeater equipment being installed on the tower will create a potential hazard during thunderstorms, so lightning resistors will be mounted on the tower as well.

D. Pat Getler – North Central District Health Department

i. Medical Countermeasures Operations Readiness Review

The NCDHD recently had a Medical Countermeasures Operational Readiness Review (MCORR), which was facilitated through a grant program that goes to the State from the Center for Disease Control. It was less of a formal inspection and more of a facilitated discussion of ways to improve their preparedness program, points of dispensing planning, jurisdictional coverage, and distribution planning. There is a multi-year training and exercise plan that is developed, and the department is working on individual site plans as well. There are three mandated exercises per year, and the recent Hazmat drill counted as the facility setup drill. The other two will be a notification drill and a full-scale exercise.

5. EPPI - Governor's Yearly Emergency Planning + Preparedness Exercise

This exercise is planned for Wednesday, June 20, and will focus on a severe weather-related incident that brings together a "Municipal Unified Command team." This severe weather exercise is sponsored by the Department of Emergency Services and Public Protection, Division of Emergency Management and Homeland Security to bring key partners together in a collaborative environment.

6. ROUNDTABLE – INPUT FROM COUNCIL MEMBERS

Council members discussed a current phone service outage which was due to a fiber cable being cut somewhere along the line. Multiple departments, including the Resident State Troopers Office, EVAC, and the Ellington Volunteer Fire Department, were without phone service, which is provided by Earthlink. Patrick Kenton was going to provide all departments with restoration updates as they were received.

Anna Turner mentioned that she had received a call from Joanna Keyes of the NCDHD; she asked if she could attend the next Veterans Coffeehouse. Patrice Sulik, the NCDHD Director, was looking into putting together focus groups for Community Health Needs Assessments. Joanna believed that these focus groups were going to take place at the NCDHD office in Vernon; Anna stated that they would receive a better turnout from Ellington residents if it is held in Town, due to limited transportation or other travel concerns. She recommended approaching the Senior Center as a potential host for one of these groups. Anna asked if Joanna or Patrice should be invited to a future EMAC meeting to gain perspective on the needs in this community. Patrick stated that he would be able to share any necessary information with them; however, Patrice has expressed interest in attending a meeting when her schedule allows.

Patrick has an HHS (Health and Human Services) emPOWER Map which includes data from Medicare and Medicaid about individuals who are electronically dependent for medical needs; he receives an updated spreadsheet every six months. There are no names or identifying information, but it gives him an idea of what the community needs are. The Human Services Department has a voluntary disclosure form that residents are welcome to fill out and return, but that is reliant upon the resident wanting that information shared. This map system is brand new and isn't perfect, but it gives a good overview.

Medical providers can create lists of "severe" and "life-threatening" power needs to Eversource and other providers. These residences can't be shut off due to payment issues; however, they are not always prioritized during restoration efforts, in the event of a large-scale outage.

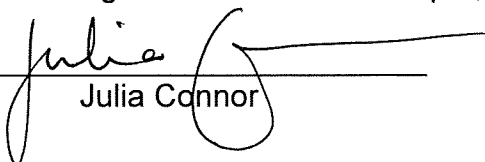
Peter reported that members of EVAC's Safety Committee attended a recent EMS show. They found a vendor with lightweight, flat protective vests that would be ideal in the event of necessary entry into a school "warm zone."

Freddie reported that Everbridge was working on an employee "insider" contact list. Brian asked that the School Administration team be added to that list; Patrick was also going to provide his contact information to be in that group as well.

7. ADJOURNMENT

MOVED (TURNER), SECONDED (GETLER) AND PASSED UNANIMOUSLY TO ADJOURN THE MEETING AT 2:55 PM.

The next EMAC meeting is scheduled for 2:00 pm, Monday, September 10, 2018.

Submitted by: 
Julia Connor