

**Office of Emergency Management
Minutes
April 15, 2013**

Present

Councilman Robert P. Santangelo
Councilwoman Deborah Kleckowski
Councilman Thomas J. Serra
Emergency Management Director Bruce Driska
Deputy Director of Emergency Manager Angel Fernandez

Absent

Councilwoman Hope Kasper
Councilman Phil Pessina

Meeting Called to Order:

Councilman Santangelo called the meeting to order at 7:02 p.m.

Minutes:

On motion of Councilman Serra, seconded by Councilwoman Kleckowski, the minutes of March 18, 2013, were approved, with Councilman Serra abstaining from the vote.

Public Hearing:

There being no members from the public wishing to speak, the public hearing portion of the meeting was closed.

Correspondence:

Director Driska referred to the Budget Expenditure Summary and the April Volunteer Time Log. There were no questions from the Committee on these documents.

Monthly Report:

Director Driska reported that volunteer hours as of April 10, 2013, were reported to be 220.19 hours. Referencing the 2010 Independent Sector website for placing a value on volunteer hours, the Director estimated the value of the volunteer time in dollars to be \$6,115 (220.19 hrs. X \$27.77). Councilman Santangelo commented that new members had been added to the roster of volunteers. Director Driska confirmed the addition of two volunteers and stated that background checks just came back on two more volunteers that would also be starting shortly.

Old Business:

- Budget Issues – Councilman Serra asked about the amendments requested in the proposed 13-14 Emergency Management budget. Director Driska confirmed that the changes included additional funding for the maintenance/repair to Middletown High School generator. The Director also requested funding for Hepatitis B vaccine for volunteers.

Councilman Kleckowski asked Director Driska about approaching the Superintendent of Schools to contribute towards the cost of maintenance/repairs for the High School generator. Director Driska stated that the request has been made, but a response has not been provided by the Superintendent as of yet.

Councilman Serra asked the status of the feasibility assessment to be conducted by Consulting Engineering Services, Inc. on the MHS generator. Director Driska responded that funds were not yet available through the Finance Department and that he would need to have the Professional Services Committee sign off before a Purchase Order could be provided to the vendor to begin the work.

Since the Board of Education has retained the services of private companies for cafeteria vending and facility services, Director Driska reported that he spoke with Superintendent of Schools Pat Charles to reiterate the cooperation needed from both of these companies during emergency operations at the High School. Councilman Serra asked if there was any discussion on how costs would be covered—through Board of Education or private companies. Further clarification on this matter will be needed.

Councilman Serra also advised that a representative from Consulting Engineering Services, Inc. should also meet with the new Board Facility Services employee to ensure the new employee is involved with the design and planning to avoid any issues later in the process.

- School Security Update – Director Driska stated that he and Lt. Delmauro have been going to each school in the City to perform security and emergency management hazard evaluations in each building. Lt. Delmauro is finalizing a report with recommendations. The report will contain recommended facility improvements as well as recommendations for personnel that may be necessary to improve security in the schools. Councilman Kleckowski asked if the \$14 million federal funding made available to Connecticut for security measures could be available to Middletown. Deputy Director Fernandez responded that two school districts in Connecticut have already spent over \$1 million for security equipment, and Middletown must be prepared to apply for any funding that becomes available. Councilman Serra urged completion of the report so that Middletown can be ready to apply. Deputy Director Fernandez offered his expertise with security measures, and the Public Safety Committee requested that he be involved in future meetings.
- Emergency Vehicle Operations Course – On Saturday, June 1, 2013, from 7:30 a.m. to 1 p.m. at Middletown High School a driving course will be set up for Emergency Management volunteers. The Deputy Director and another instructor will offer the training.
- Flag Pole – at the Emergency Management building on Randolph Road has been repainted.
- Tree removal – Tree Warden Rick Romano coordinated the removal of the tree in front of the Emergency Management building which was in danger of falling on parked trailers; the tree in the back of the building was pruned to prevent limbs from falling on neighboring property.
- Deputy Director Fernandez responded to Councilman Kleckowski that the lighting at the Emergency Management building has been repaired.

- In response to Councilwoman Kleckowski, Director Driska updated the Committee that all items from the first floor of the Emergency Management Garage have been removed by Park & Recreation. The items on second floor will be moved by the end of June, when the items will be needed for summer camps. The Chief Building Official inspected the building, and it was agreed that additional work will be needed to update the building for Emergency Management use once it is completely cleaned out.

Adjournment

On motion of Councilwoman Kleckowski, second by Councilman Serra, the meeting was unanimously adjourned at 7:30 p.m.