

**CITY OF NORWALK  
PUBLIC SAFETY COMMITTEE  
APRIL 13, 2011**

**ATTENDANCE:** Dennis McCarthy, Fire Chief, Norwalk Fire Department;  
Chief Harry Rilling, Norwalk Police Department; Hal Alvord, DPW  
Michelle DeLuca, Emergency Management; Tad Diesel, Mayor's Office;  
Louis Schulman, Norwalk Transit; Antanietta Villa, Fire Dept. Secretary;  
Jennifer Lord, Norwalk Hospital (4:05 p.m.)

Call to Order

Fire Chief McCarthy called the meeting to order at 3:35 p.m.

Emergency Management Update

FEMA Declaration

Chief McCarthy stated that there was a kick-off meeting last week to review the process for claims for structural damages to City facilities during the January 11-13 snow storms. He added that the recovery and emergency response systems were positive and the clean up efforts resulted in additional employees scheduled and overtime expenses were incurred. He added that there is a FEMA declaration that Ms. DeLuca will go over in greater detail.

Mr. Alvord stated that relative to storm clean up there is only reimbursement for snow removal protective action within 48 hours, but that there is a significant amount due to come in, which will help offset budget overages for overtime. He encouraged all departments to file if there is a claim and potential reimbursements are possible. Chief McCarthy added that the Board of Education has not been responsive to his requests for active participation in these claims as there were costs associated with roof clearance work, and Mr. Alvord suggested that the new CFO, Craig Drezek is more proactive and responsive to these matters, and suggested that he be contacted again.

Ms. DeLuca added that there is some follow-up being done relative to roof damages at Ponus Middle School, but Mr. Alvord stated that FEMA reimbursement is unlikely as the damages were due to negligence on the part of school building management efforts.

UASI funding for Non-Profits

Chief McCarthy outlined the Urban Area Security/Safety program presents an opportunity to apply for up to \$100,000 (\$75,000 = \$25,000 match) for non-profit agencies.

He explained that funds can be used to install security systems or cameras, based on a demonstration of significant threat that needs to be justified as part of the process.

Chief Rilling suggested that local agencies who belong to national organizations can participate if they can show justification that they have received threats. Mr. Schulman asked if the Carver Center is included in this and Chief McCarthy replied that he would look into it.

Chief Rilling stated that the Temple or the Siek organizations may be eligible for this type of program, and stated that he would be attending a program tomorrow and would mention this. He suggested that Chief McCarthy also attend.

Mr. Alvord added that there are weekly meetings that include traffic plan updates on detours, DOT bridge closures, and that an e-mail distribution list has been created to enhance the communications system. Mr. Alvord added that there is a 24-hour crew that changes weekly and they are updated with contact information for downed trees, flooding, and contractor contacts for situations such as steel road plate covers, etc.

#### Recovery Tabletop Program Next Steps

Ms. Deluca stated that there are programs involving leadership in the Clergy Association and she will be meeting with them in mid-May. She added that the city Directory of Services is being updated to include the social service agencies to provide a more complete listing. Chief McCarthy added that as part of that will be a pamphlet of Emergency Preparedness or a disaster resource guide with the highlights of the key procedures, emergency shelter locations and agencies.

Ms. Deluca noted that the Norwalk Community Health Center is partnering with agencies in town in applying for a federal grant to purchase and equip a mobile medical van. She added that the intention is that it would deliver primary and behavioral health, oral care and substance abuse services to the city's homeless shelter residents and public and Section 8 housing. She noted that this is the type of vehicle that could be included in the emergency plan, and added that it's an opportunity for the Shelter, the Housing Authority and the Health Center to work together.

#### New Fire Station Plans and Timeline

Chief McCarthy gave an update on the new Fire Headquarters relocation plans scheduled to begin mid-September this year, and referred to the following summary on the where additional services relating to relocation of equipment and permanent improvement to the Westport Avenue Fire Station.

He added that the architect has nearly completed the schematic design of the planned 32,400-square-foot facility and the entire layout of all of the spaces on all three floors is approved. He stated that they will have construction drawings in the fall of 2011, then go out to bid and demolition will occur around this time next year, with the construction period about 22 months, so it will be 2014 by the time we are back in.

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A discussion ensued relative to the complications of window removal due to EPA regulations of microscopic PCP particles, similar to the issue with the Police Station demolition. He noted that assuming EPA approval process is worked out, demolition should be January 2012.

He added that the schematic drawings reflect the character of the structure will feature architecture that has historically been part of the region, but also include modern features designed to save energy and protect firefighters, and includes many things with energy efficiency.

#### New Items for Discussion/Roundtable Update

Chief McCarthy stated that there will be a refresher session in June similar to last year's Emergency Preparedness Procedure Workshops. Ms. Deluca added that they hope to include a customer service type of overview similar to the Stew Leonard's Best Practices to parallel the emergency response methods for the City.

Mr. Alvord stated that there are a few City employees that can share their expertise and suggested Bob Quigley or Connie, with the DPW Customer Service, be used to conduct training. He added that they are able to screen calls for true emergencies based on their experiences with current procedures, have been effective with handling complaints with the City customer service response system. Mr. Diesel responded that this was an excellent suggestion to use current staff that are in place and have experience in dealing with public complaints. Chief Rilling added that an approach should be used that answers the complaint and addresses the issue without giving enhanced expectations.

#### New Items

Ms. Lord gave an overview of the garage project and stated that it will provide an additional 250 spaces and is scheduled for completion by next month. She added that she is working on revising the domestic water policy to include the hazards and is in the process of evaluating input that makes it a more efficient part of the Emergency Plan.

#### Roundtable Update

Mr. Alvord stated that the goal of departmental collaboration is one that the group should continue to focus on. He added that he would like to have Code Enforcement incorporated into the emergency operations plan with structural assessments, and explained that the Building Department could work with DPW Engineering Division during clean up operations and repairs to City facilities. Chief McCarthy agreed that continuing efforts are on-going with departmental Public Safety Committee

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collaboration of emergency procedures.

Chief McCarthy announced that the next meeting will be Wednesday, May 11, 2011 in room 231 at City Hall.

ADJOURNMENT

The meeting was adjourned at 4:45 p.m.

Respectfully submitted,

Marilyn Knox  
Telesco Secretarial Services