

**CITY OF NORWALK
PUBLIC SAFETY COMMITTEE
AUGUST 13, 2014**

ATTENDANCE: Hal Alvord, DPW, Karen Del Vecchio, IT Director
Louis Schulman, Norwalk Transit; Kristen Bineau, Red Cross;
Steven Birney, DPW; Donna Castrocasa, Finance Dept.;
Bill Griffin, Chamber of Commerce.

STAFF: Denis McCarthy, Fire Chief;
Michelle DeLuca, Director, Emergency Management.

Call to Order

Fire Chief McCarthy called the meeting to order at 3:30 p.m. and welcomed everyone in attendance as listed above.

Emergency Operations Update:

1) City Hail PA Test

Ms. Deluca noted that this test has been rescheduled and a new date will be announced.

2) City Hall Employee Action Guide

Ms. Deluca noted that this is guide similar to the school emergency guide and will be available to all employees in hard copy and on the city website.

3) Open House Update (Sat Sept 27)

Ms. Deluca distributed the flyer and noted that this will be distributed to schools to promote the annual event.

4) Event Action Plan - Oyster Festival

Chief McCarthy reported that event action plans are in development and will be issued prior to event all first responders.

5) SONO Arts Festival

Ms. Deluca noted that this year's event map has changed to have the concerts at 50 Washington St and vendors will be set up along Main St and Washington Streets. Mr. Alvord noted that street closure signs and traffic plans are set as usual.

6) Climate Change - Training Emergency Operations

City of Norwalk - Public Safety Committee

August 13, 2014

Page 1 of 3

Chief McCarthy reported that there are grant monies available for training for this program that is sponsored by U-CONN and Fairfield County Business Leadership for September 19, 2014. He explained that things such as sea level rise charts at the Treatment Plant are among the areas that will be addressed in an effort to be more proactive with anticipating action plans.

VEOCI

Ms. Deluca noted that this is a regional notification program and passwords have been set up. She described as the objective of this is to manage incidents at the local level with tasking and check lists and assignments. She added that there is interaction with finance so that dollars can be captured for FEMA reimbursement and allocations per area of resource deployment.

Board of Education - School Emergency Update

Chief McCarthy provided the following update:

2014/15 School Safety Project Update:

- 1) Greater engagement with parents. Engagement to begin with the PTA/PTOs and develop from there
- 2) Complete the Central Office Plan
- 3) Improve coordination with SROs in the school emergency plan
- 4) Update the changes on the school specific pages of the plan
- 5) Add the medical and reunification pages to the binders
- 6) Present plan to new teachers on Aug 22
- 7) Superintendent to address school safety at convocation
- 8) Update drill and school team activities plan for the school year
- 9) Identify a School Safety POC at each school (if not the principal)
- 10) Develop a reunification drill for execution this school year
- 11) Complete shades/locks/PA systems/front entry security upgrades
- 12) Hire a School Emergency Management Coordinator to be the lead for all School emergency planning with continued support from the existing team
- 13) Continue the District Wide School Safety meetings every three months on Oct21 Jan 22 and March 26 with the steering committee to continue meeting monthly

Chief added that after municipal buildings are next for facility assessment. There was discussion on the City Hall Public Address system paging upgrade installation and testing of the new system that will be rescheduled following adjustments being made.

Department Updates/Roundtable Comments

City of Norwalk - Public Safety Committee
August 13, 2014
Page 2 of 3

Red Cross – Ms. Bineau reported that there were individuals displaced following two major fires in Norwalk last week at Larson Street and then Cannon Street. Chief McCarthy reported that mutual aid resources were provided by surrounding Fire Departments and this was key to the shift change needed to assist with recovery of the fire fighters.

Norwalk Transit

Mr. Schulman stated that they are in the process of installation of GPS systems and cameras for vehicle location tracking. He noted that they are replacing a few vehicles and they will have inside cameras and GPS systems. He stated that they have hired an IT Director are in the process of replacing the Director of Special Services. They hope to have a former employee who is returning to the area.

DPW

Mr. Alvord noted that they are still looking for an emergency location for large equipment during emergency evacuations. There was discussion on the replacement of trees in SONO amidst the construction on Washington Street.

GIS – Mr. Birney reported that they are waiting for the upload of data to the link off the City Website. He added that there will be a presentation to the BET on October 2.

I.T. Dept.

Ms. DelVecchio reported that there infrastructure improvements in progress with the plotter issues for the GIS mapping.

Ms. DelVecchio noted the is a MOU on sharing resources with Board of Education during emergencies and Mr. Valenzisi and Dr. Rivera are working issues on staff pay for days worked, missed, etc. She added that there needs to be clarification on the definition of essential employees. There was discussion on this new protocol of VEOCI notification.

Next Meeting - It was noted that next meeting would be on September 17, 2014.

There were no other items for discussion. The meeting was adjourned at 4:45 p.m.

Respectfully submitted,
Marilyn Knox, Telesco Secretarial Services

Attachments: