

**CITY OF NORWALK  
PUBLIC SAFETY COMMITTEE  
OCTOBER 8, 2014**

ATTENDANCE: Mayor Harry Rilling; Hal Alvord, Director, DPW;  
Erin Herring, Assistant City Clerk; Tim Callahan, Director,  
Health Department, Erin Fitzgerald, Infection Control Manager,  
Norwalk Hospital; Karen Del Vecchio, I.T. Director;  
Louis Schulman, Norwalk Transit; Chris Hansen, Fire Marshal;  
Sherelle Harris, Norwalk Public Library; Barbara Smith, NCC;  
Donna Castrocane, Finance Dept.; Paul Laurel, Norwalk Radio Club

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

Call to Order

Fire Chief McCarthy called the meeting to order at 3:30 p.m. and welcomed everyone.

Chief McCarthy stated that the first item would be a discussion on the Ebola virus and public information for the City. Tim Callahan, Director of the City's Health Department stated that the Governor has declared a health emergency which allows the State Health Department as the Communications source and allows them to order a quarantine or isolation if deemed necessary. He then introduced Erin Fitzgerald, Infectious Disease Manager at the Norwalk Hospital and Regional Medical Center who distributed hand-outs from the Center for Disease Control (CDC)

Today, the concerns for Ebola appearing within the United States took an unfortunate turn with the death of the first patient to develop the disease within our nation's borders and the announcement that a second case of the disease appears to have been discovered in Texas. This second case is related to the first patient's illness and others who had direct contact with the patient continue to be monitored. Additionally, state and federal agencies have stepped up their efforts to screen for and identify potential cases of Ebola entering the United States.

As the disease continues to stay in the headlines, it's very easy to develop fears that the outbreak that has occurred in Africa will suddenly take shape in your state and local community. It's important to remember that unless you come in direct contact with someone who is infected with the disease, you and your family will remain safe. Every day, the Centers of Disease Control and Prevention (CDC) is monitoring developments, testing for suspected cases, and safeguarding our lives with updates on events and the distribution of educational resources.

Learning more about Ebola and understanding how it's contracted and spread will help you put aside irrational concerns and control any fears you might have about Ebola severely impacting your life. Use the resources below to help keep yourself calm and focused during this unfortunate time.

Ms. Fitzgerald spoke about the procedures at the hospital to ask questions of patients that have recently traveled to Liberia, South Africa, where outbreaks have been reported and who may display symptoms.

Ms. Fitzgerald suggested that the website be followed for updates and communications as things are changing rapidly: CDC.gov. She spoke about the issues including the 21 day incubation period, the protection garments, and the procedures that funeral directors must follow after death, since the body is still contagious. There was discussion on the dispatch protocol to follow for questions on possible symptoms.

### Emergency Operations

Chief McCarthy reported that EAPs (event action plans) have been incorporated into the plans for big events such as high school graduations, The Oyster Festival, Boat Show, and events where there is over 500 panned attendance.

There was discussion of the limit of 100 and applications that have been listed as 99 in the past to circumvent the required paperwork. Ms. Herring spoke about the recent walk by Columbus School that started at Veteran's Park and went through South Norwalk, and that the potential insurance liability requires police, traffic and other department involvement.

Chief McCarthy noted that emergency action plans for the Chowderfest and other events are underway. There was discussion on a new event form that will help to communicate to the Mayor's office events that require permitting through the departments at City Hall. Ms. Herring reported that the Oktoberfest-- Craft Beer Tasting at Oyster Shell Park was well attended and successfully managed.

### Building Safety Plans

Discussion over ADA compliant issues are still being addressed and improvements to City Hall security desk are in development. Chief added that municipal buildings are next for facility assessment. There was discussion on the City Hall Public Address system and the cost of a paging upgrade installation is estimated at \$200,000 mostly due to the wiring required. There was discussion of options for capital budgeting and testing of the new system that will be rescheduled following adjustments being made.

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.

### Board of Education - School Emergency Update

Chief McCarthy stated that the management of the school emergency operations is transitioning to the Board of Education. Dr. Rivera has made emergency preparedness a priority and now that there is a teacher in charge – Bob Killackey, the schools will come under the plan in place. The next exercise will be evacuation of schools to another location—Brookside to McMahan and there is much work to do in the planning of this drill. Chief McCarthy noted that they will continue the District Wide School Safety meetings every three months on Oct. 21 Jan 22 and March 26 with the steering committee to continue meeting monthly.

### City Hall Notification

Mr. Alvord asked if the new Personnel Director has been briefed on the issue of “essential personnel” for work during emergency operations. Chief McCarthy stated that Emmett Hibson is working on this with each Department, and he had planned to be in attendance but had a meeting conflict.

### Department Updates/Roundtable Comments

#### Norwalk Transit

Mr. Schulman stated that his retirement will be at the end of the year, and next month should be his last meeting. There was discussion 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. There was discussion on the capability of sharing information and testing with AT&T secured systems with cameras and modem.

NCC – Ms. Smith reported tat the door numbering has been completed along with new exterior lighting has been installed. She noted that the intruder drill of November 4 has been postponed.

#### Norwalk Radio

Mr. Laurel spoke of the recent test of the radio feeds at Veteran’s Park and the capability that exits with the link through radio dishes. There was discussion of the drone capability and FAA regulations on security cameras on PD labels and web cameras on fire trucks. There will be a separate meeting on the scope of the project and to discuss server upgrades to accommodate the data drain on the systems.

I.T. Dept. - Ms. DelVecchio reported that there infrastructure improvements in progress with the network supplier and back up archives in place for faster band service.

DPW

Mr. Alvord reported that there was a GIS presentation to the BET on October 6. He reported that the new generator installation is on track and planned for test on November 8-9.

It was noted that the Touch a Truck and Open House event was well attended with approximately 2,000 people in attendance.

Library – Ms. Harris reported that the new generator has been installed and tested.

Next Meeting

It was noted that next meeting would be on November 12, 2014.

There were no other items for discussion. The meeting was adjourned at 5:15 p.m.

Respectfully submitted,

Marilyn Knox,  
Telesco Secretarial Services