

**CITY OF NORWALK
HEALTH, WELFARE, AND PUBLIC SAFETY COMMITTEE
APRIL 23, 2009**

ATTENDANCE: Michael Geake, Chairman; Laurel Lindstrom; Steven Serasis;
Nicholas Kydes (7:48)

STAFF: Tim Callahan, Director, Norwalk Health Department;
Harry Rilling, Police Chief, Norwalk Police Dept.; Brian Cunningham,
Norwalk Police Department; Frank Ravanao, Norwalk Police Department;
Michele DeLuca, Department of Emergency Services

OTHERS: Diane Cece, Norwalk Resident (Public Comment)

CALL TO ORDER

Mr. Geake called the meeting to order at 7:35 p.m. and requested a suspension of the rules of order to move the approval of minutes later on the agenda, to allow the staff members to present their items.

POLICE DEPARTMENT

Equipment Purchase

Lt. Brian Cunningham presented the Procurement Request with back up material from Sole Source for the purchase of ten (10) Colt patrol rifles from Asset Forfeiture funds. Funds to purchase additional rifles has been approved by the Planning Commission and placed in next year's Capital Budget. Lt. Cunningham added that the quote from Colt Defense includes two armorer courses with certifications valid for three years, and a one-day tactical rifle "train the trainer" course for ten students.

Mr. Kydes arrived at 7:48 p.m.

Ms. Lindstrom asked whether there would be a budget for accessories or if that would be included in Asset Forfeitures. Chief Rilling responded that they will come back with a bid proposal for accessories and a maintenance plan including repairs and modifications. Mr. Geake asked where the training would take place, and Lt. Cunningham answered that the training would be held at the range in Norwalk or in West Hartford, and the Police Department would not incur travel expenses for the training.

**** MR. SERASIS MOTIONED TO AUTHORIZE THE PURCHASING AGENT TO EXECUTE A PURCHASE ORDER TO COLT DEFENSE, LLC, ON BEHALF OF THE NORWALK POLICE DEPARTMENT FOR THE SOLE SOURCE PURCHASE OF TEN, COLTL MODEL 6940, LAW ENFORCEMENT CARBINES FOR A TOTAL AMOUNT NOT TO EXCEED \$11,000. FUNDS TO BE TAKEN FROM ACCOUNT #0300002660.**

**** THE MOTION PASSED UNANIMOUSLY.**

FIRE DEPARTMENT

Entry Examination Contract

Assistant Fire Chief Larry Reilly presented a request for the Fire Department Entry Level Exam Agreement with Jacques Personnel Agency, and indicated that this would be self-funded at a cost of \$50 for applicants to take the test. There have been approximately 200 registrations to far, and they are projecting 300 tests, which is similar to last year. Ms. Lindstrom suggested that the request should include that the Purchasing Department had received three responses.

**** MS. LINDSTROM MOTIONED TO AUTHORIZE THE MAYOR RICHARD A. MOCCIA, TO EXECUTE AN AGREEMENT WITH JACQUES PERSONNEL AGENCY TO CONDUCT A FIRE DEPARTMENT ENTRY LEVEL EXAMINATION FOR A SUM NOT TO EXDCEED \$15,000 FROM ACCOUNT #01-31-140-4509.**

**** MOTION PASSED UNANIMOUSLY.**

Office of Emergency Management – Disaster Volunteer Reserve Program

Ms. Michele DeLuca presented the Norwalk Fire Department Office of Emergency Management Disaster Volunteer Reserve Program, which is not only a pilot concept for the City, but a new approach to recruit, train and classify disaster volunteers. She provided background and rationale that addresses shortfalls of providing assistance to residents in need during the Emergency Operations Plan for the City. The proposal includes coverage by CT Statute, Title 28, supervision by the Red Cross, and involvement with partner agencies. VAC Volunteer Action Center, and is intended to serve as a model for other cities in the state.

Ms. Lindstrom asked how logistically would the volunteers be mobilized, and with recent staffing issues, who would do the training. Ms. DeLuca replied that once volunteers are identified and trained, a system would be put in place where reserve volunteers would commit to 3-4 hours of activity for on-going training. Depending on their area they would be classified with a specific assignment and would then be trained either by the Emergency Management Department and would be contacted to assist during an emergency as needed.

Mr. Kydes suggested that a list of emergency locations be published in the newspaper or in an Emergency Plan Pamphlet for City residents to become more familiar to know where to go in an emergency. Ms. DeLuca responded that Brien McMahon High School and Norwalk High School were two emergency locations and the others would be identified in the Plan.

**** MS. LINDSTROM MOTIONED TO AUTHORIZE THE MAYOR RICHARD A. MOCCIA TO RECOGNIZE THE CREATION OF A DISASTER VOLUNTEER RESERVE PROGRAM IN THE CITY OF NORWALK. THIS CIVIL PREPAREDNESS VOLUNTEER CORPS WILL BE ORGANIED, TRAINED AND ACTIVATED UNDER THE NORWALK FIRE DEPARTMENT-OFFICE OF EMERGENCY MANAGEMENT TO RESPOND TO NATURAL OR HUMAN-CAUSED EMERGENCIES IN THE CITY AND WILL OPERATE AND RECEIE PROTECTION UNDER TITLE 28 OF CONNECTICUT GENERAL STATUTE.**

**** MOTION PASSED UNANIMOUSLY**

OTHER BUSINESS

Health Equity Initiative

Mr. Callahan presented a grant project to seek a grant from the Connecticut Association of Directors of Health (CADH), using a new assessment tool, CT Health Equity Index. Norwalk is seeking \$193,783 for a two year period for this unique project intended to identify factors that have the greatest impact on community health and to develop a plan for corrective action.

Ms. Lindstrom asked what the timing was and how detailed of a plan was required. Mr. Callahan responded that it is very detailed but that Norwalk is a good diverse mix of socio-economic factors for this project and has a very good chance of being one of the three municipalities to be chosen to participate in this grant. He added that we need to be in a position for June 1 for legal counsel to development the paperwork for the agreement.

**** MR. KYDES MOVED TO AUTHORIZE THE MAYOR RICHARD A. MOCCIA TO EXECUTE ANY AND ALL DOCUMENTS NECESSARY TO APPLY FOR AND ACCEPT GRANT FUNDS FROM THE CONNECTICUT ASSOCIATION OF DIRECTORS OF HEALTH FOR THE PERIOD OF JUNE 1, 2009 TO MAY 31, 2011.**

**** MOTION PASSED UNANIMOUSLY**

**** MR. KYDES MOVED TO AUTHORIZE THE MAYOR RICHARD A. MOCCIA TO EXECUTE ANY AND ALL AGREEMENTS, DOCUMENTS, INSTRUMENTS, OR AMENDMENTS AS MAY BE NECESSARY TO IMPLEMENT THE HEALTH EQUITY INITIATIVE FOR THE PERIOD OF JUNE 1, 2009 TO MAY 31, 2011.**

**** MOTION PASSED UNANIMOUSLY**

APPROVAL OF MINUTES

APPROVAL OF MINUTES FROM FEBRUARY 26, 2009 MEETING

**** MS. LINDSTROM MOTIONED TO APPROVE THE MINUTES FROM THE FEBRUARY 26, 2009 MEETING**

**** THE MOTION PASSED UNANIMOUSLY.**

APPROVAL OF MINUTES FROM THE MARCH 26, 2009 MEETING

**** MR. SERASIS MOTIONED TO APPROVE THE MINUTES FROM THE MARCH 26, 2009 MEETING**

**** THE MOTION PASSED UNANIMOUSLY.**

APPROVAL OF MINUTES FROM THE APRIL 9, 2009 MEETING

**** MR. KYDES MOTIONED TO APPROVE THE MINUTES FROM THE APRIL 9, 2009 MEETING**

**** THE MOTION PASSED UNANIMOUSLY.**

PUBLIC COMMENT

Ms. Diane Cece stated that she was registering a formal complaint with the Committee on the continuing issue of having incomplete agendas and not posting agendas on a timely basis. She stated that the agendas are merely outlines for discussion and do not appear to have action items, nor do they contain support documentation. She added that agendas with this cryptic style of description have been going on for over a year, and this is a violation of FOI compliance standards and reporting regulations and guidelines.

ADJOURNMENT

**** MR. SERASIS MOVED TO ADJOURN.**

**** MOTION PASSED UNANIMOUSLY.**

The meeting was adjourned at 8:25 p.m.

Respectfully submitted,

Marilyn Knox
Telesco Secretarial Services

DRAFT