

**EMERGENCY PREPAREDNESS COMMITTEE  
MEETING MINUTES  
October 3, 2013  
Connecticut Hospital Association**

Members Present: Judi Reynolds – DPH/OEMS, Michele Connelly – DPH/OEMS,  
Bill Schietinger – AMR - Committee Chair, Gary Allyn – West Hartford Fire,  
Jeff Merwin – SW CMED, Christopher Stone – CSEMS-I,  
Joe Soto – Greenwich EMS

1.0 Call to Order

Meeting called to order at 9:08AM at CHA.

2.0 Minutes

A MOTION to approve the minutes from the September 2013 meeting was made by Michele Connelly, seconded by Jeff Merwin and approved unanimously.

3.0 Initiatives for Discussion

The following topics were discussed. A summary of each discussion follows:

- **Emergency Vehicle Response in Hazardous Conditions**

There was discussion on conditions that pose potential danger for responders and vehicles. The document sent to committee members “EMS Operations during Hazardous Weather Conditions” was reviewed. Personnel, vehicle safety, moving patients and triggers for ceasing operations were discussed. Gary Allyn commented the document only considers winds, we need to address other hazardous conditions. Gary Allyn will work with Mark on the document and bring it back next month for the group to review.

Consideration should also be given if there is a state of emergency declared under ceasing operations. There was discussion on EMD and CMED’s roles, local EOP’s and EMS plans.

- **MCI Plan Guidance**

Sections of the table of contents for discussion today are Planning Assumptions and Limitations, State and Regional Roles and Responsibilities and Concepts of Operations/MCI Threshold Levels. Bill envisions the document as being a guide/checklist listing state roles and responsibilities, regional responsibilities and local responsibilities. Current MCI plans and content were discussed. Bill asked that anyone having documents to add as reference please forward them to him.

Planning Assumptions and Limitations – Bill asked the group to refer to the Massachusetts Plan that was distributed, page 4 and 5, and bring back their thoughts next meeting.

State and Regional Roles and Assumptions -Gary Allyn commented on building a template that identifies states roles and guides the user on local roles to insert into their plans. Bill noted we need to have Jonathan Best and Ray Barishansky’s input on the state’s roles.

Concepts of Operations/MCI Thresholds – There was discussion on the impact of MCI incidents in different locales. Rural area incidents become regional quickly. The forward movement of patients, levels of events, mutual aid and city versus rural incidents were all discussed. Bill stressed the importance of including other agencies in planning.

- **Regional MCI Trailers**

Jon Best is conducting inventories of the trailers.

4.0 Other Business

The recent distribution of CL&P's new critical facilities list was discussed at length. EMS organizations are no longer considered critical.

5.0 Adjourn

Meeting was adjourned at 10:30AM.

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Respectfully Submitted:

Judi Reynolds  
SCCEMS Regional Coordinator