



NOTICE OF SPECIAL MONTHLY MEETING

DATE: Thursday, November 10th, 2022
TIME: 10:00 AM – 12:30 PM
LOCATION: **In-Person at NHCOC, 59 Torrington Road, Suite A-1, Goshen, CT**

AGENDA

(Chairman Henry Todd; Vice Chairman Mike Criss; Secretary Charlie Perotti; Treasurer Tom Weik)

- 10:00 AM Call to Order and Opportunity for Public Comment. **Henry Todd, Chairman.**
- 10:05 AM Report of the Executive Director, **Rob Phillips**
- CCM Conference/Public Workforce Development
 - FCH Opportunity Grant/HRSA/GMS System
 - State Staffing - RITS / DEMHS Desk Review
 - REPT Meeting/TEEX Training for CEOs
- 10:10 AM Northwest Hills Housing Market & Market Trends, **Andrew Bolger, CHFA**
- 10:40 AM CT Paid Leave Program, **Jacqueline Kozin and Jessica Vargas, CTPL Authority (Presenting Remotely)**
- 11:00 AM Recent Activities and Program Updates at EDAdvance, **Dr. Jeffrey C. Kitching, Executive Director**
- 11:10 AM Economic Development Update, **Emily Hultquist**
- 11:15 AM Transportation Planning Update and STIP Amendments *(To be Provided)*, **Kathryn Faraci**
- 11:20 AM DEMHS Update, **John Field, DEMHS Region 5 Coordinator**
- 11:30 AM **Municipal Forum:** Information Sharing Round Table
- 11:55 AM Administrative Items:
- a) Legislative Committee Formation - 2023 Session of the GA
 - Legislative Breakfast Planning
 - b) **ACTION** - Approval of Meeting Minutes for October 20th, 2022 *(Attachment A)*
 - c) **ACTION** - Approval of Financial Statements for July, August, and September *(To be Provided)*
 - d) **ACTION** - Approval of the 2023 NHCOC Meeting Schedule *(Attachment B)*
- 12:00 PM Other Business as Raised by Members and Adjournment.

Attachment A



MINUTES OF THE NHCOCG SPECIAL MEETING October 20, 2022

Members or Representatives in Attendance:

Barkhamsted, Donald Stein (remote)	Burlington, Douglas Thompson (remote)
Canaan, Henry Todd	Colebrook, Christopher Johnstone
Cornwall, Gordon Ridgway (absent)	Goshen, Todd Carusillo
Hartland, Magi Winslow (remote)	Harwinton, Michael Criss (absent)
Kent, Jean Speck (remote)	Litchfield, Denise Raap
Morris, Tom Weik	New Hartford, Dan Jerram (remote)
Norfolk, Matt Riiska	North Canaan, Charles Perotti
Roxbury, Patrick Roy (absent)	Salisbury, Curtis Rand (absent)
Sharon, Brent Colley (absent)	Torrington, Elinor Carbone
Warren, Greg LaCava	Washington, Jim Brinton
Winchester, Josh Kelly (absent)	

Others in Attendance: Leo Ghio, Rural Healthcare Resource Coordinator and John Field DEMHS Region 5 Coordinator.

NHCOCG Staff: Robert Phillips, Emily Hultquist, Kathryn Faraci, and Sarah Better

Call to Order - Chairman Todd called the meeting to order at 10:00AM. In-person meeting attendees participated in viewing a COST and CCM webinar for a CTDOT Statewide Presentation of the New Transportation Rural Improvement Program (TRIP).

At 11:00AM, the Hybrid portion of the meeting commenced and those participating remotely were brought in via ZOOM.

Chairman Todd stated under public comment to reiterate if anyone is interested in joining the coalition in providing fiber optics for the region, please let him know.

Report of the Executive Director – Robert Phillips provided an update on the potential move to 59 Field Street in Torrington. Selectman Stein made the motion to authorize the Executive Committee to work with the Executive Director in the negotiation process and final decision making. Selectman Brinton second this motion. Motion was passed unanimously.

Research into an on-call legal professional for the COG and potential legal service-sharing for the region was discussed and supported and staff will report back at a future date with more information.

A recap of the Fifth Thursday event held on September 29th at the American Mural Project in Winsted was shared. At this event, Attorney Ziska provided an informative presentation on cannabis legislation and affordable housing and other current legal items of interest to land use commissioners.

Mr. Phillips stated that the last Hazardous Waste Collection Day was held on October 8th. The event had a few issues; one of which was the extremely long wait times which will be addressed in the next RFP process and vendor agreement as Clean Harbors contract has expired.

TEEX training for CEOs in crisis leadership (MGT- 340) will be held on November 15, 2022, at the Litchfield Inn.

Update from the Rural Healthcare Resources Coordinator – Leo Ghio provided an update on the RITS program and mentioned that Ed Advance will no longer be participating and that their \$20,000 in funding has been reallocated and evenly distributed to the Northwest Transit District, Geer, and the Sullivan Center for wage increases or possible new driver hires.

Mr. Ghio is now the co-chairman for the Northwest Access Network overseeing the homeless system for the Northwest Hills region. He will be working with Emma Hollis to engage municipalities in the Western CT Coalition campaign to assist in providing employment for individuals who are recovering from mental illness or substance abuse. Homelessness rates have increase by 13% within the Northwest Hills COG region.

Mr. Phillips mentioned the COG's plan to pursue a Foundation for Community Health Opportunity Grant which will provide \$15,000 in funding for a specialized grant writer to assist in the submission of a national Health Resources and Services Administration (HERSA) grant along with the purchase of a grants management system (GMS) for NHCOC to administer all agency grants and other administrative functions like timesheets/payroll. The HERSA grant will provide \$300,000 per year for four years which will help fund a Regional Services Coordinator position along with other related initiatives within the region. The grant writer estimated cost is approximately \$8,000 and requires a \$4,000 advance payment to initiate work. The deadline to apply for the HRSA grants is November 22nd so time is of the essence. Motion (Stein) and 2nd (Johnstone) to approve \$4,000 from the unencumbered NHCOC funds for this initiative was passed unanimously.

CT Paid Leave Program – presentation rescheduled for next month's meeting, Nov 10th.

DEHMS Update – John Field provided an update that DEHMS is still in the process of filling positions within the agency due to a multitude of retirements.

They are currently in the process of closing out Emergency Management Performance Grant (EMPG) for 2017 and 2018. They will be conducting an audit of two random municipalities as part of their annual review which, this year, are Torrington and Middlebury.

Training is being held for CEO Crisis Leadership on November 15th as the Executive Director stated, an Active Shooter for Rural Schools Crisis Management seminar will be held on November 16th, a Community Emergency Response Team (CERT) Day for volunteers is scheduled for November 5th, and two Industrial Control Systems (ICS) workshops in November for the National Incident Management System (NIMS) are to be scheduled.

School Safety training is still being conducted. A school safety and security assessment was conducted in Colebrook last month. An active shooter tabletop exercise will be conducted in Northwest Region 7 and

DEHMS will be working with Winsted, Winsted Public Schools, and Northwest Regional School District. They are currently working on conducting cyber security assessments for municipalities and plan to work with the National Guard to make this happen.

Municipal Forum – Chairman Todd recommended that the town-by-town process be reduced to only critical information for the benefit of the group for this meeting due to time constraints.

Selectman Johnston mentioned the town’s need for inland/wetland Planning and Zoning Enforcement Officer.

Selectman Speck stated that the Medic 4 contract is coming to an end June 30, 2023, and Trinity is not looking to renew.

Administrative Items

- a) ACTION - Approval of Minutes from September 8, 2022. Motion (Carusillo) and 2nd (Brinton) to approve the minutes was passed unanimously with the correction Selectwoman Winslow shown as absent and a spelling change for ‘boroughs’.
- b) ACTION – Approval of Financial Statements for May and June. Selectman Carusillo made a motion to approve and second by Selectman Brinton. Motion passed unanimously.
- c) ACTION – Approval of Memorandum of Understanding (MOU) for COG Collaboration on the 2022 Homeland Security Grant Program (HSGP) Award. Selectman Weik moved to approve and Selectman LaCava second the motion. Motion was passed unanimously.
- d) ACTION – Authorizing Resolution in Support of a 2021 Emergency Management Planning Grant (EMPG). Selectman Brinton moved to approve, and it was seconded by Selectman Weik. Motion passed unanimously.

Other Business and Public Comment – None

The meeting adjourned at 12:00pm

Respectfully submitted,

NHCOG staff

Attachment B



Memo To: NHCOCG Members
Town Clerks
Other Interested Parties

From: NHCOCG Staff

Date: 11/8/2022

Re: **2023 Meeting Schedule**

The Northwest Hills Council of Governments (NHCOCG) routinely conducts its meetings on the second Thursday of each month, unless otherwise noted. Notices for all meetings are posted in municipal clerk offices. The public is welcome at all meetings. The meeting schedule for 2023 is as follows:

<u>Date</u>	<u>Time (AM)</u>	<u>Location *</u>
January 12, 2023	10:00	NHCOCG Office
February 9, 2023	10:00	NHCOCG Office
March 9, 2023	10:00	NHCOCG Office
April 6, 2023	10:00	NHCOCG Office
May 11, 2023	10:00	NHCOCG Office
June 8, 2023	10:00	NHCOCG Office
July 13, 2023	10:00	NHCOCG Office
...No August Meeting...		
September 14, 2023	10:00	NHCOCG Office
October 12, 2023	10:00	NHCOCG Office
November 9, 2023	10:00	NHCOCG Office
December 14, 2023	10:00	NHCOCG Office
January 11, 2024	10:00	NHCOCG Office

*Changes from In-Person to Remote or Hybrid meetings would be noticed ahead of an individual meeting in accordance with CT General Statutes; Chapter 14.

For any questions concerning NHCOCG meetings, please contact the NHCOCG office at (860) 491-9884.