

COSTEP-CT

Meeting notes

Meeting of March 9, 2011, Van Block Facility, Hartford

Present: Kathleen Craughwell-Varda, Conservation ConneCTion; Lizette Pelletier, Conn. State Library; Jane Cullinane, Conn. State Library; Dana Hewson, Mystic Seaport; Mark Jones, Conn. State Library

Kathy Craughwell-Varda commenced the meeting around 10 AM.

FEMA Grants: Review hazards and mitigation grant opportunities as a result of the FEMA declaration pertaining to the January snow.

The meeting opened with Lizette Pelletier's report on FEMA risk and hazard mitigation [HMG] grants to states that have received federal emergency declarations. After FEMA disaster reimbursement funds are awarded, additional funds (15%) are made available to the state for mitigation projects to reduce risks of future damage and 5% of the 15% of those funds are set aside for grants to organizations. There was much discussion about what projects COSTEP-CT might use grant funds for. For instance, would FEMA fund a stockpiling of supplies, preventive measures to protect property, and to train volunteers? What organizations are eligible for these funds? There was discussion about vendors selling supplies and the opportunity for discounts. A discussion ensued about the Massachusetts Emergency Assistance Program of COSTEP-MA. They have applied for HMG funds to hire a staff person to coordinate meetings and workshops. They will also be holding risk training workshops. One member spoke in favor of the Massachusetts program because it advances in five steps and emphasized the need for continuous disaster and storage workshops to keep the issues alive and to train new people. A discussion ensued about webinars. Jack Sullivan of FEMA is away this week so Lizette will contact his assistant Anita Uhlan to get answers to questions raised in the meeting.

Statewide Emergency Recovery Services Contract:

Jane Cullinane handed out copies of the *RFP for Emergency Response and Recovery Services for Records Collections*. Items shaded in grey were added recently. Members discussed the probability of adding vendors to the list. Unfortunately DAS may not allow this. All agreed that there was a need for a definition for the phrase, "qualified non-profits." Jane stated that there would be no significant cost savings in using the vendors on the list. All agreed that it provided a starting point for organizations that suffer disasters and a *de facto* list of qualified vendors.. Kathy will call Rich Malley to get his suggestions for museum items that should be covered by a qualified vendor. Jane asked for more comment and recommended changes.

Archives Month Poster:

Members discussed the type of photographs (3 as limit) that would make the most impact. Most agreed that the photograph should not be of a structure burning but rather, the aftermath of a fire. Kathy will contact conservation vendors to see if they have images they would lend. Mark will check with the HPL that holds the *Hartford Times* morgue and the library of the *Hartford Courant*.

Next meeting:

The next meeting will be held on Tuesday, April 5 at Van Block from 10-12. The following will be on the agenda: information about availability of FEMA grants, the RFP, May Day, the poster and a tutorial about Google Docs.

The meeting adjourned.

Respectfully submitted, Mark Jones