

**Attendees:**

Lizette Pelletier, Connecticut State Library; Ryan Potosnak, FEMA; Bill Sullivan, Connecticut State Library; Robert Novak, Bridgeport Fire Department; Liz Shapiro, Connecticut League of History Organizations

The meeting started at 10:05 am at the Van Block facility.

Lizette apologized for the mix up with the meeting times. She did not notice the 9:30 am start time in the email until it was too late to send a clarification.

**National Historical Publications and Records Commission SNAP grant:**

Lizette gave a status update on the SNAP grant from NHPRC. The money has been released to the State Library. She is working on getting the personal service agreements written and approved for Kathy Craughwell-Varda and Lori Foley. As soon as the documents are approved, they will be able to start working to set up the Mutual Aid Meetings in the five DEMHS regions.

Due to the delay with getting the funds released, the project will have to request an extension from NHPRC. It will not be possible to set up the meetings and fulfill all the grant requirements by June 30<sup>th</sup>. The extension will be for an additional six months until December 31<sup>st</sup>. This will push back the next grant for the traveling archivists, which cannot start until this grant is completed.

The current grant requires that COSTEP-CT meets with the State Historical Records Advisory Board twice, once before and once after the five meetings are held. The date for the first meeting may depend on when Mark Jones, the State Archivist, returns from his medical leave, possibly in April. Lizette will speak with him in the next few days to get more information.

Another important piece to this project is the involvement of the Regional Directors for DEMHS. Lizette and Jane have still not spoken with Dana Conover at the Division of Emergency Management and Homeland Security. Anita Uland from FEMA has offered to help. It may be necessary to work from the bottom up through the Emergency Management Director's Association to get the information to the appropriate members of the first responder community.

Once the consultant's PSAs are signed and in place, an announcement will be distributed to the appropriate parties that meetings will be held.

**The State contract for disaster recovery services (11PSX0299):**

State contract for disaster recovery services (11PSX0299) was issued in February. Qualified non-profits (501c (3) designated) are also able to use the contract.

An announcement about the contract was distributed to the town clerks, municipal chief executive officers, and emergency management directors. CHLO will distribute the announcement to its list. We need to identify and distribute to other groups such as libraries.

Liz Shapiro asked what the next step should be. It is important for an institution to develop a relationship with a vendor prior to an event occurring. Everyone agreed that there needs to be a facilitated conversation with the local municipalities, non-profits and vendors. She suggested that company representatives might more willing to come to small institutions and towns if they could meet with multiple entities during a single session. Perhaps the vendor representatives would be interested in coming to a meeting to discuss their services and procedures. Liz asked if Jane and Lizette could prepare a summary of the key points of the contract and services available for distribution.

### **National Disaster Recovery Framework (NDRF):**

Lizette discussed the National Disaster Recovery Framework draft document that FEMA is preparing. She and Jane attended a Stakeholders Forum on January 19, 2012 in Boston. The goal is to develop and implement a community-focused recovery that is directed by the community and assisted by the state or federal government. There were a large number of cultural heritage representatives from Massachusetts as well. Ryan was not sure if there was the same level of participation at the other regional meetings.

She distributed copies of charts and graphs related to the new framework. This included the recovery continuum which includes preparedness as well as short-term, intermediate and long-term recovery. Greenberg, KS and Joplin, MO, which were devastated by tornadoes, are examples of towns are working to be better than before the disasters. As a result, the major employer in Joplin has committed to staying in the town because the community is committed to the town. Greenberg, KS will be one of the most energy efficient communities in the nation. This process will be years long.

Cultural heritage institutions need to insert themselves into the process. What is our economic value to a community? Our organizations contribute to a community's quality of life that draws good jobs. Ryan stated that the framework asks participants to step out and look beyond the short term and intermediate response and recovery and look how they fit into long term recovery. COSTEP-CT needs to identify what role(s) arts and cultural institutions have at each phase of the response and recovery.

Bill stated that he had heard that FEMA is focusing more at cyber attacks rather than physical terrorist attacks. Ryan said there is a greater awareness, especially since FEMA had experience such an attack a few years ago. Fortunately, it was caught early.

**COSTEP-CT Membership:**

We have strong core of people, but need to bring others into the process so we can accomplish more. Bill asked if Jane had followed up with any of the public library directors about participating in COSTEP-CT. Lizette was not aware if she had or not, but noted that a session has been approved for the spring CLA meeting on how public libraries responded in support of their communities after the snow storm. He suggested contacting CLA chair Barbara Bailey as well as the directors from the Monroe and Derby libraries.

**Other Resource Topics:**

Liz asked about how museums and libraries backup their computer data. Is there the possibility of sharing information on data backup, especially "cloud" backup? Could this be another area where resources could be shared? The members discussed other potential areas of resource sharing as well as the possibility of regionalizing services. There was a discussion about the different types of organizations being insulated from each other. Liz stated that she often hears that "my people won't be interested in ...," but her conversations with members she knows in these communities usually reveal the opposite.

Bob Novak stated that he would be interested in developing a consortium pilot project in eastern Fairfield region. COSTEP-CT should open a dialogue with Kip Bergstrom who is the Associate Commissioner at the Department of Economic and Community Development. This dialogue should focus on the role of the cultural community in the economic recovery of an area after a disaster.

The next meeting may be the joint meeting with the SHRAB for the SNAP grant. Members will be notified about potential dates, times and location as soon as possible.

Meeting adjourned at 11:20 am.

Lizette Pelletier, note taker.