

## **Meeting Notes**

COSTEP-CT met Feb. 19, 2013, at the State Library's Van Block Facility, Hartford, CT

Present:

Paul Baran, Conn. State Library (CSL)  
Kathy Craughwell-Varda, Conservation  
    ConneCTion  
Jane Cullinane, CSL  
Mark Jones, CSL

Rob Novak, consultant with historical  
    organizations  
Lizette Pelletier, CSL  
Betsy Pittman, Univ. of Conn. (UConn)  
Karin Peterson, State Historic Preservation Office  
Bill Sullivan, CSL

Guests: Chad Atkinson (Federal Emergency Management Agency (FEMA); Sara Cheesman, CSL; Ryan Potosnak, FEMA

Note taker: Jane.

## **INTRODUCTIONS**

Chad Atkinson is working for FEMA on long term planning and recovery for the state following Superstorm Sandy. Sara Cheesman is new s in the Office of the State Public Records Administrator.

## **COSTEP ORGANIZATION PLAN**

The grant application for a Peer Advisor Network (PAN) grant from the Connecticut Commission on Culture and Tourism has been submitted. With the grant we will hire a consultant to help us look at how COSTEP-CT is organized and what our goals should be. Kathy Craughwell-Varda said we have already accomplished three-fourths of our current goals. She credited Liz Shapiro for doing the majority of the work to submit the application.

## **IMLS LEADERSHIP GRANT APPLICATION**

Kathy submitted the application to the Institute of Museum and Library Services for a National Leadership grant. CSL and the Conservation ConneCTion want to develop a program to that will lead to a sustainable and replicable partnership between first responders and cultural heritage organizations.

The plan is offer a symposium, workshops and a DVD, as well as site visits to cultural heritage organizations by Rob Novak, who will wear both of his hats: consultant to cultural heritage organizations and Bridgeport fire fighter. In addition the grant will help us create a "Disaster Preparedness Portal" on the COSTEP-CT website and a Speaker's Bureau.

While preparing the application, Kathy made contact with Gemma at the Conn. Dept. of Emergency Management and Homeland Security, and Jeffrey Morrisett of the Conn. Fire Academy, who have agreed to help.

## **FEMA REGION 1 ALL HAZARDS PLAN**

Jane Cullinane participated in a conference call in December with folks from federal and state emergency management and cultural heritage to discuss the goals for the Collaborative Planning Team for Natural and Cultural Resources. Statistics and/or lists of our Natural and Cultural Resources would help the planning process. Jane has had no luck reaching people who might have these statistics.

Betsy Pittman and Karin Peterson will share information on historic building preservation surveys and the barn survey. Bill Sullivan can share the State Library's list of public and academic libraries. Kathy and the League of Historic Organizations both have lists of museums and historical societies. Perhaps the Board of Education and the Conn. Assoc. of Independent Schools can give us a list. We should also remember historic cemeteries, notable trees and gardens, carousels, the sculpture survey, other public art, and the list of Civil War monuments

### **WORKSHOPS**

Jane and Kathy will give a workshop at the Connecticut Library Association annual conference in April 2013 in Cromwell on the importance of having a disaster plan. They will do a type of table top exercise.

Lizette Pelletier's talk about COSTEP-CT to the New England Archives, scheduled for this spring, has been canceled, but she hopes to re-schedule it for the fall meeting of NEA.

### **DISASTER ALERTS**

When a storm threatens, Lizette sends an alert to town clerks and state agency Record Management Liaison Officers, and she asks Joe Sastre, emergency manager for the town of Groton to forward it to his contacts. Jane sends an alert to the COSTEP-CT community, to CSL facility managers and to the librarians' listserv. Bill forwards the alert to the Public Library Directors. Kathy sends one to the historical societies and museums on her email list and asks Liz Shapiro of the League of Historical Organizations and Scott Wands at CT Humanities to forward it as well.

Lizette, Jane and Kathy will work on a way to coordinate the alerts. Perhaps a template would make it easier and will ensure all the necessary information is included.

### **BED BUGS**

Bill Sullivan will ask Jennifer Keohane of the Connecticut Library Consortium if he can show the Bed Bug Forum to COSTEP-CT on a DVD.

### **FEMA AND BLIZZARD OF FEB. 2013**

Ryan Potosnak thinks that there will be a full disaster declaration for the storm of Feb. 8-9.

### **FEMA AND SUPERSTORM SANDY**

Chad Atkinson is working on a project for FEMA related to SuperStorm Sandy. Subject experts will be brought in to Connecticut to assist in long-term recovery and planning in each of the six federal Recovery Support Functions, one of which is for Natural and Cultural Resources.

### **NEXT MEETINGS**

March 26, 10:00, at the State Library's Van Block Facility

April 16, 10:00, at the State Library's Van Block Facility

May 21, 10:00, at the State Library's Van Block Facility

Reminder of the bad weather meeting cancellation policy: If school is canceled in the town where the meeting will be held, then the meeting is canceled. If school is delayed, then the meeting will be held as originally scheduled.