Emergency Management/9-1-1 Services

Craig Mansfield

Emergency Management Director

Emergency Management (EM) coordinates resources and agencies during large scale natural and man-made emergencies, manages the Emergency Operations Center (EOC), relocates disaster victims, manages the town's shelters, reviews and keeps on file specific high-hazard facility emergency plans, writes and submits emergency management grants, is responsible for the town's Emergency Operation Plan and training and exercising that plan. EM develops and maintains emergency operations plans. These plans enable the town to respond quickly and effectively to the actual incident through training drills, site visits, and exercises. EM is also responsible for coordinating resources and emergency operations between local, State, and Federal emergency management and homeland security agencies. The town's Emergency Management Director (EMD) is the point of contact between the town, the State Department of Emergency Management and Homeland Security (DEMHS), and the Federal Department of Homeland Security. Emergency Management is also responsible for the coordination and ongoing evaluation of the 911-dispatch service for the town. The current Primary Service Answering Point (PSAP) is Valley Shore Communications (VS) in Westbrook. Emergency Management is also serving as the coordinating agency for all radio equipment being issued as part of the town-wide radio project and is responsible for managing the towns' cell phone plans.

Position	Status	Budgeted Hours	Elected/Union/Non-Union
EMD	Salary	n/a	Non-Union
Assistant EMD	Annual Stipend	n/a	Non-Union

Fiscal Year 2025-2026 Major Service Level Goals

The department is also supported by a large number of volunteers who assist in times of need.

- Activated the EOC to support several large scale weather events that affect the town of East Haddam.
- East Haddam POC for State of CT DEMHS and Eversourse.
- Serve as the conduit and coordinating agency between all town departments and Eversourse and the DEMHS during large scale events.
- Supported Chatham Health with all public health events held in East Haddam (clinics, training, ect.)
- CERT team activation to support storm response.
- Support the Board of Education with school safety/security plan updates. Attend security committee meetings.
- EMD serves as a member of the Valley Shore Communications Executive Board of Directors
- Work with Valley Shore to ensure high-quality service is provided to all emergency responders and continue to look for ways to improve service for the town.
- Manage the town's emergency notification system. Continue to support any community groups wishing to use Everbridge for notifications (i.e. food bank, schools lockdown communications).
- Continued education of OEM command staff through free FEMA/EMI opportunities.
- Served as the budgeting and coordinating department for all radio equipment issued, serviced, programed, etc.
- Completed required update of town Emergency Operations Plans
- Updated Data cards for emergency services vehicles, reducing the monthly cost per vehicle.
- Manage and Maintain the townwide Radio system.

Fiscal Year 2026-2027 Major Service Level Goals

- Support any large-scale events that affect the town of East Haddam.

- Continue to provide CERT and Emergency Management volunteers quarterly training opportunities.
- Support the Board of Education with school safety/security plan updates. Attend security committee meetings.
- Complete Bi-Annual update of EOP.
- Hold at least one initial CERT Training class.
- Continue to work with and evaluate Valley Shore Communications to ensure the best service for the town.
- Continue to support any community groups wishing to use Everbridge for notifications (i.e. food bank, schools).
- Ongoing training for OEM command staff through free FEMA/EMI opportunities.
- Radio system maintenance and support

Increases in Budget:

1. Valley Shore Board of Directors have notified towns to budget for a 4.0% increase for 2026-27
2. Detailed information by line item is attached.

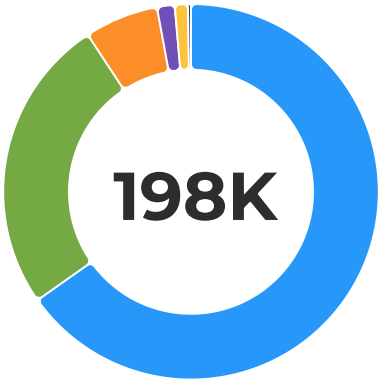
Intergovernmental:

Emergency Management Grant: The town receives a grant from the Department of Emergency Management and Homeland Security which helps defray some of our Emergency Management costs--it offsets the Emergency Management Director's and Deputy Director's salaries.

Emergency Management Financials

Expenditures by Object Summary

FY27 Expenditures by Object Summary



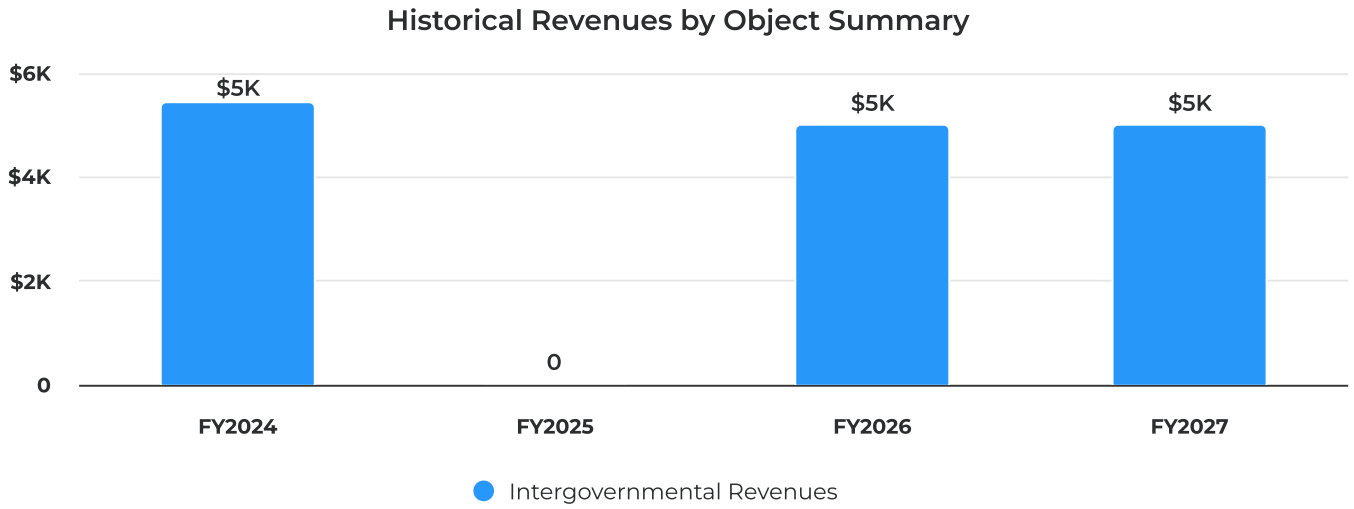
Purchased Other Services	**$129,090**	65.22%
Purchased Property Services	**$50,500**	25.52%
Salaries & Wages	**$12,575**	6.35%
Capital Assets	**$3,000**	1.52%
Supplies	**$2,250**	1.14%
Purchased Professional Services	**$501**	0.25%

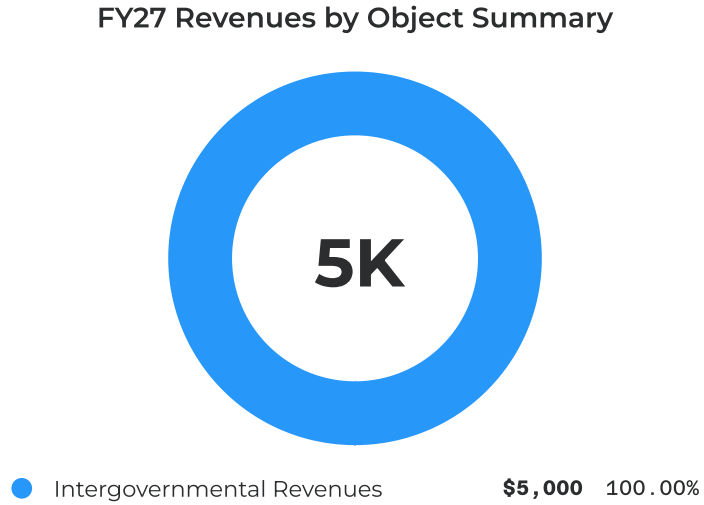
Expenditures by Object Summary

Category	FY 2024 Actual	FY 2025 Actual	FY 2026 Approved 2025-2026 Budget	FY 2027 Budgeted	FY 2026 Approved 2025-2026 Budget vs. FY 2027 Budgeted ($ Change)	FY 2026 Approved 2025-2026 Budget vs. FY 2027 Budgeted (% Change)
Salaries & Wages	$11,677.98	$11,969.98	$12,268.00	$12,575.00	$307.00	2.50%
OTHER WAGES (EMD AND DEPUTY EMD)	$11,677.98	$11,969.98	$12,268.00	$12,575.00	$307.00	2.50%
Emergency Management Director	-	-	$9,361.00	$9,595.00	$234.00	2.50%
Deputy Emergency Management Director	-	-	$2,907.00	$2,980.00	$73.00	2.51%
Purchased Professional Services	-	$670.00	$501.00	$501.00	-	0.00%
IN SERVICE (TRAINING)	-	$670.00	$500.00	$500.00	-	0.00%
LOCAL EMERGENCY MANAGEMENT COMMITTEE	-	-	$1.00	$1.00	-	0.00%
Purchased Property Services	$59,144.05	$48,585.00	$50,500.00	$50,500.00	-	0.00%
REPAIRS AND MAINTENANCE	$59,144.05	$48,585.00	$50,500.00	$50,500.00	-	0.00%
Purchased Other Services	$114,262.68	$120,312.24	$124,369.00	$129,090.00	$4,721.00	3.80%
COMMUNICATIONS	$112,882.56	$119,136.04	$122,629.00	$127,350.00	$4,721.00	3.85%
TELEPHONE/CELL PHONE	$1,380.12	$1,176.20	$1,740.00	$1,740.00	-	0.00%
Supplies	$755.85	$2,174.76	$2,250.00	$2,250.00	-	0.00%

Category	FY 2024 Actual	FY 2025 Actual	FY 2026 Approved 2025-2026 Budget	FY 2027 Budgeted	FY 2026 Approved 2025-2026 Budget vs. FY 2027 Budgeted ($ Change)	FY 2026 Approved 2025-2026 Budget vs. FY 2027 Budgeted (% Change)
SUPPLIES	$755.85	$2,174.76	$2,250.00	$2,250.00	-	0.00%
Capital Assets	$1,640.88	$2,661.66	$3,000.00	$3,000.00	-	0.00%
EQUIPMENT	$1,640.88	$2,661.66	$3,000.00	$3,000.00	-	0.00%
Total Expenditures	**$187,481.44**	**$186,373.64**	**$192,888.00**	**$197,916.00**	**$5,028.00**	**2.61%**

Revenues by Object Summary





Revenues by Object Summary

Category	FY 2027 Budgeted
Intergovernmental Revenues	$5,000.00
Total Revenues	**$5,000.00**