**Training and Exercise Subcommittee Meeting Minutes**

**January 7, 2015**

**Delaware State Fire School**

On January 7, 2015, Training and Exercise Subcommittee meeting was held at the Delaware State Fire School in Dover with Representatives from the Training and Exercise Committee and the Delaware Emergency Management Agency (DEMA).

Attendees:

Robert Newnam (Chairman)

Jack Anderson (DVFA)

Anita Broadnax (DEMA)

Jim Cubbage (DEMA)

Dwayne Day (DelDOT)

Betty Decker (PHPS)

Jen Dittman (DEMA)

Matthew Higgins (DNREC)

Arnold Maas (DEMA)

Claudette Martin-Wus (DTI)

Allen Metheny (DVFA)

Faye Myers (DEMA)

Tom Nesbella (DEMA)

Lisa Tanielian (DDA)

Harvey Velott (DSP/DIAC)

Joe Wessels (League of Govt.)

The meeting was called to order at 8:31 am by Chairman Robert Newman who welcomed everyone and introductions were made.

A quorum of members is present and we will go on with the business session.

A motion was carried for the minutes of the December 3, 2014 meeting to be approved (with minor corrections). (Motion by Claudette Martin-Wus Second by Harvey Velott)

**Exercise Programs** – Tom Nesbella reports:

* DEMA is working on the calendar year 2015 exercise schedule with the counties
* DEMA’s full scale exercise that occurred on November 12-13, 2014 which was a recovery type exercise went well. We used the new web EOC, many municipalities stood up and the after action reports are completed.
* Kent County table tope exercise is scheduled for January 22, 2015 MCI type Evacuation. The Kent FPC was cancelled yesterday due to bad weather and road conditions and rescheduled for Monday.
* Tom is working with New Castle County and Sussex County on a new full scale exercise to be held in the fall.
* DTI’s cyber functional exercise will take place this fall.

Other Delaware Exercises – Tom Nesbella reports:

* DuPont Hospital for Children, active shooter 2015
* DuPont Hospital for Children planning evacuation drill 2015
* Bayhealth, FSE 2015
* Beebe, Milford & Nanticoke December 10, 2014, explosion of a Bus in Georgetown
* State-wide TTX’s for school shooting/shelter-in-place, ongoing this year
* PH Mega POD Full Scale Exercise which is scheduled for March 19, 2015
* VA: Writing plan for an Active Threat, POD Exercise
* Nanticoke: Hazmat Training by Fire School, Active shooter, evacuation drill
* Beebe: October patient surge, bomb threat, or fire
* Dover AFB: POD exercise influenza, active shooter, bomb threat and suspicious package

If your discipline has any other exercises, please email Tom Nesbella directly so they can be included on the schedule and avoid conflicts.

**Training Programs:** – Tom Nesbella reports:

Training passed budget with the exception of the Homeland Security Department.

* MGT 432 Isolation and Quarantine for Rural Public Safety Personnel, TBD
* AWR 305 Bioterrorism Awareness, TBD
* AWR 232 Mass Fatalities Planning & Response for Rural Communities, TBD
* AWR-160 WMD Awareness Level Training, 11 Mar
* In-residence courses;
  + Center for Domestic Preparedness (CDP), 0
  + New Mexico Tech (NMT), 2
  + Counter Terrorism Operations Support (CTOS), 0
* COOP course is being funded with the training budget.

**After Action Report Improvement Plan**– Tom Nesbella reports:

Hanna from the Olson group brought the Multi-Year Training and Exercise Plan. Tom has thanked Hanna and everyone for their input for the Multi-Year Training and Exercise Plan booklets. This document came out of our October T&EPW. Everyone present has been given a hard copy. If you need additional copies let Tom Nesbella know.

Financial Statements– Nothing changed on the training side $37, 600. The grant expires August 31, 2015 Chairman Newnam requested each discipline to have the money spent by May of this year. The chairman previously requested for the members to have justification for the money coming in for August 31, 2015, but there has been no response per Tom Nesbella. Dwayne Day suggested for the municipalities to come up with a priority list to have for the next T&E subcommittee meeting. Chairman Newman will then take the priority list and present them to the working group. Tom reports that there is additional money coming back from DTI.

**Old Business**

None

**New Business**

Request for training

– Claudette Martin-Wus wants to move the DRJ Conference to the exercise fund due to the table top exercise that is conducted at this conference and there is a training being held after the table top. Claudette Martin-Wus would also like to request a conference for advanced cyber security training being held in San Francisco, CA that cost $7,527 (APPROVED Harvey Velott Second by Jack Anderson)

– Dwayne Day request is to attend a UAV training conference in Atlanta, GA. The cost would be $2,445 (APPROVED Harvey and second Jack Anderson)

Request for exercise

- Dwayne Day is going to put a seminar together at University of Delaware on March 17, 2015 in the Clayton Hall. The intent of the conference is to pass on as much information to the disciplines on what we’ve learned in the past year about UAV’s/Drone’s. They will talk about the legislation and government side of the UAV/Drone. There will be an overview and demonstrations on the UAV/Drone from the conference. The conference is open to people from Region III to come for training on UAV’s/Drone’s. Cost $1,125 (APPROVED Harvey Velott Second by Jack Anderson)

NIMS – Jim Cubbage nothing has been updated

Committee Member Comments – Joe Wessels is retiring at the end of the month and he asks the chair to consider reducing the number membership required to have a quorum. Joe stated he was proud to be a part of this organization and wished everyone continued success. Chairman Newnam applauded Mr. Wessels for his work as a part of the committee and wishes him well on his future endeavors.

Chairman Newnam will speak with Director Turner regarding the needs for a quorum.

Next Meeting is February 4, 2015

Meeting Adjourned at 9:16 am

Respectfully Submitted,

Anita Broadnax