**Training and Exercise Subcommittee Meeting Minutes**

**April 1, 2015**

**Delaware State Fire School**

On April 1, 2015, the Training and Exercise Subcommittee meeting was held at the Delaware State Fire School in Dover with representatives from the Training and Exercise Subcommittee and the Delaware Emergency Management Agency (DEMA).

Attendees:

Robert Newnam, DE State Fire School, Chairman

Jim Cubbage, DEMA

Dwayne Day, DE Department of Transportation

Betty Decker, Public Health Preparedness Section

Lenore Hackenyos, Delaware National Guard

Tim Hulings, DSP, DE Information Analysis Center

Arnold Maas, DEMA

Claudette Martin-Wus, Department of Technology and Information

Allen Metheny, DE Volunteer Firefighters Association

Marny McLee, Citizen Corps Program

David Mick, Kent County

Faye Myers, DEMA

Tom Nesbella, DEMA

Suzanne Raab-Long, DE HC Association

Harvey Velott, DE State Police, DE Information and Analysis Center

The meeting was called to order at 8:30 a.m. by Chairman Robert Newnam 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 March 4, 2015, meeting to be approved. (Motion by Harvey Velott Second by Dwayne Day)

**Exercise Programs** – Tom Nesbella reports:

* We had to cancel the PW
* New Castle County Long-Term Recovery Table Top Exercise was March 26, 2015, at Dave Carpenter’s Office
* Sussex TTX is April 9, 2015. Joe is interested in how Beebe Hospital will evacuate
* Wilmington POD April 23, 2015
* DTI COOP Drill April 30, 2015 FEMA and NEMA will be assisting as well as the PA COOP involvement. All of the states will be working together.
* Dover Air Force Base, Hurricane Recovery Table Top Exercise, August 11, 2015
* DEMA Full Scale Exercise – Fall 2015
* DTI Full Cyber Drill Scale Exercise – Fall 2015

Other Delaware exercises – Tom Nesbella reports:

* duPont Hospital for Children planning active shooter exercise this year
* duPont Hospital for Children planning evacuation drill this year
* Bayhealth planning FSE this year
* Statewide TTX for school shooting and shelter in place, planning ongoing
* PH TTX hospital evacuation is May 18, 2015
* VA is writing a plan for an active treat POD exercise
* Nanticoke is planning a hazmat training at the fire school with an active shooter evacuation drill.
* Beebee Hospital is planning a patient surge, bomb threat or fire in October

Remove last “e” on Beebe

If you know of any other drills or exercises, please send them to Tom Nesbella.

**Training Programs** – Tom Nesbella reports:

* MGT 433 Isolation and Quarantine for Rural Communities and MGT 4532 Isolation and Quarantine for Rural Public Safety Personnel was held February 26, 2015, and had 12 students
* AWR 160 WMD Awareness Level Training scheduled for March 11, 2015, was cancelled
* PER-230 IRTB is April 14, 2015, during Sussex Training Day. DSP, DIAC, DEMA, DelDOT and others are participating. Tim is bringing mobile field facility. There are currently 250 people enrolled.
* AWR 209 Dealing with the Media – details will be sent later
* MGT 431 Rural Isolation and Quarantine Planning: Private Sector Readiness and PER 308 Rural Isolation & Quarantine for Healthcare Professionals on May 5, 2015, currently 7 students enrolled
* In-residence courses:
  + Center for Domestic Preparedness – 3 Add “e”
  + New Mexico Tech – 4
  + Counter Terrorism Operations Support – 0

**After Action Report Improvement Plan**

None

**Financial Statements**

Core Training is spent

WMDT courses-some money still left

FY13 $16,000 left- Fire Service is not prepared to spend it. DTI has an immediate need for these funds and it is on the agenda. Not sure if this should be a comma or hyphen

FY14 funds- everything was cut by 8%. Arnie Maas spent three days and worked the ISIP after the cuts and was able to fund all of the requests. On the training side

**Old Business**

The hard copies of the T&EPW

**New Business**

None

Request for training

Law Enforcement – Harvey Velott submitted an expense request for $1,500 to provide lunch for 280 personnel during a WMD workshop with DSP, Rehoboth PD, Rehoboth Public Works and DelDOT at the Rehoboth Convention Center on April 14, 2015. APPROVED. (Motion by Claudette Marin-Wus second by Dwayne Day)

Law Enforcement – Harvey Velott submitted two expense requests $2,530 ($1,380.50 + $1,150) for two tactical medics for training. APPROVED (Motion by Jim Cubbage second by Claudette Martin-Wus) changed spacing

EMA – Dave Mick submitted an expense request $1,100 for consumable supplies such as lumber

APPROVED (Motion by Harvey Velott second by Allen Metheny)

DTI – Claudette Martin-Wus submitted three expense requests $16,203 ($5,340 + $5,140 + $5,723) for three virtual classes. APPROVED (Motion by Harvey Velott Second by David Mick)

NIMS – No update at this time.

CERT/Citizen Corp – Marny McLee reports: removed the “e”

April 15, 2015, is the next meeting. Everyone around

April 28-29, 2015, in Wilmington is our next CERT class

Citizen Corp Preparedness Night at Blue Rocks is June 5, 2015. It is a fireworks night. We will have a sign in the outfield. We will give away a few preparedness kits. This is cosponsored with the Wilmington EMA. NCC-Display tables from partners Removed space between “co” and “sponsor”

September 19, 2015, is our Family Preparedness Day at the Delaware Agricultural Museum in Dover. DNG will have their wall. DIAC will have activity. If you would like to have a table or be a part of the day, let Mr. McLee know.

Committee Member Comments

Harvey Velott met with Rob Taylor of Harrington. They are fully engaged in getting involved in a plan for the fair and the music festival.

Next meeting is May 6, 2015.

Motion to adjourn by Harvey Velott second by Dwayne Day.

Meeting adjourned at 9:25 a.m.

Respectfully Submitted,

Faye Myers, CAP