**Training and Exercise Subcommittee Meeting Minutes**

**April 28, 2015**

**Delaware Fire School**

On April 28, 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

Jack Anderson, DVFA

Anita Broadnax, DEMA

Jim Cubbage, DEMA

Dwayne Day, DE Department of Transportation

Matthew Higgins, DNREC

Arnold Maas, DEMA

Claudette Martin-Wus, Department of Technology and Information

Allen Metheny, DE Volunteer Firefighters Association

David Mick, Kent County

Tom Nesbella, DEMA

Suzanne Raab-Long, DE HC Association

Lisa Tanielian, DDA

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. The meeting was moved to 28 Apr 2015 due to the timeline required for the FY15 SHSP grant program.

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

A motion was carried for the minutes of the April 1, 2015 meeting to be approved. (Motion by Harvey Velott, Second by Matthew Higgins)

**Exercise Programs** – Tom Nesbella reports:

* Sussex, TTX, 9 Apr 2015
* DelDOT/DSP/Sussex, WS 14 Apr 2015
* Wilmington, POD, 23 Apr 2015
* DTI, COOP drill, 30 Apr 2015
* DAFB, TTX, 20 May 2015
* Wilmington, TTX, 11 Aug 2015
* DEMA, FSE, fall time frame
* DTI, FE, fall time frame

Other Delaware exercises – Tom Nesbella reports:

* Tech Rescue team at FSE in PA, May 2015
* DuPont Hospital for Children, active shooter 2015
* DuPont Hospital for Children planning evacuation drill 2015
* Bayhealth, FSE 2015
* State-wide TTX’s for school shooting/shelter-in-place, ongoing this year
* PH, TTX, hospital evacuation, 18 May 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, Suspicious Package

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

**Training Programs** – Tom Nesbella reports:

* AWR-130-C IRTB-C, 14 Apr, Sussex training day, 250 attended
* MGT 431 Rural Isolation and Quarantine Planning: Private Sector Readiness and PER 308 Rural Isolation & Quarantine for Healthcare Professionals, 5 May, 7 enrolled
* AWR-147 Rail Car Incident Response, 14 May, 12 enrolled
* MGT 416 Continuity of Government Operations Planning, 21 May, 8 enrolled
* MGT 417 Crisis Management for School-Based Incidents, Key Decision Makers, 9-10 June awaiting announcement
* MGT-318 PIO, 24-25 June, awaiting announcement
* In-residence courses:
	+ Center for Domestic Preparedness – 3
	+ New Mexico Tech – 4
	+ Counter Terrorism Operations Support – 0

**After Action Report Improvement Plan**

None

**Financial Statements**

* FY14 statement reviewed

**Old Business**

None

**New Business**

FY15 SHSP grant T&E submissions reviewed & approval. (Motion by Harvey Velott and second by Dwayne Day)

**Request for training**

Fire Services – Jack Anderson request for SR-1 Surface Water Refresher training in the amount of $15,910. APPROVED (Motion by Harvey Velott and second by Dwayne Day)

NIMS – Jim Cubbage reported there will be a meeting on June 3, 2015 concerning NIMS.

**CERT/Citizen Corp – Marny McLee reports**:

* None

**Committee Member Comments**

Chairman Newnam suggests that we look at our riot planning strategies due to the Baltimore riots. Jim Cubbage is also retiring June 12. Chairman Newnam wishes Mr. Cubbage great adventures on his future endeavors on behalf of the T&E Subcommittee.

Next meeting is June 3, 2015.

Meeting adjourned at 9:04 a.m.

Respectfully Submitted,

Anita Broadnax