**Training and Exercise Subcommittee Meeting Minutes**

**August 5, 2015**

**Delaware Fire School**

On August 5, 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

Wiley Blevins, DE National Guard

Anita Broadnax, DEMA

Dwayne Day, DE Department of Transportation

Betty Decker, PHPS

Paige Fitzgerald, DEMA

Matthew Higgins, DNREC

Claudette Martin-Wus, Department of Technology and Information

Marny McLee, Citizens Corp, DEMA

Allen Metheny, DE Volunteer Firefighters Association

John Morris, 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 8:37 a.m. by Chairman Robert Newnam who welcomed everyone and introductions were made.

John Morris and Paige Fitzgerald are our new members to the subcommittee. John Morris is the new Training Coordinator and will oversee the IMT program at DEMA. He will be giving NIMSCAST updates during the subcommittee meetings. Paige Fitzgerald is the new Exercise Coordinator and will be working closely with Tom and the exercise 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 June 3, 2015 meeting to be approved. (Motion by Harvey Velott, Second by Dwayne Day)

**Exercise Programs** – Tom Nesbella reports:

* NCC, Workshop, 11 June 2015
* Kent, TTX, 7 July 2015
* DDA, WS, 6 Aug 2015
* Wilmington, TTX, 11 Aug 2015
* NCC, TTX, 25 Aug 2015
* DDA, TTX, 27 Aug 2015
* DEMA, FE, 15-17 Sept 2015
* DEMA, FSE, 27 Oct 2015
* DTI, FE, 27 Oct 2015

Other Delaware exercises – Tom Nesbella reports:

* 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
* Beebe: October Patient Surge, Bomb Threat, or Fire
* Dover AFB: POD exercise Influenza, Active Shooter, Bomb Threat, Suspicious Package
* Public Health Symposium is Oct 21, 2015
* Additional 3 LE & 3 HC exercises

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

**Training Programs** – Tom Nesbella reports:

* MGT 417 Crisis Management for School-Based Incidents, Key Decision Makers, 9-10 June awaiting announcement, 25 attended
* MGT-318 PIO, 24-25 June, 21 attended
* AWR-151 Understanding the Dangers of Agro-terrorism, 4 Aug, 35 enrolled
* AWR-152 Principles for Agro-Terrorism & Food System Disasters, 5 Aug, 35 enrolled
* AWR 148 Crisis Management for School-Based Incidents, 20 Aug, 15 enrolled
* AWR-209 Dealing with the Media, 22 Sept, awaiting announcement

In-residence courses;

* Center for Domestic Preparedness (CDP), 2
* New Mexico Tech (NMT), 0
* Counter Terrorism Operations Support (CTOS), 0

**After Action Report Improvement Plan**

* None

**Financial Statements**

* FY14 statement reviewed

**Old Business**

Any expenses over the estimated amount approved by the T&E subcommittee, reviewed

**New Business**

2015 T&EPW tentatively scheduled for 8 Oct, also move the T&E meeting to the morning of Thursday, 8 Oct

**Request for training**

Claudette Martin-Wus is requesting cyber security exercise which is being coordinated with the DEMA’s full scale exercise. The money spent will go towards video handlers, course materials, and remote live video. This will be $15,000. APPROVED (motioned Harvey Velott, Second by Dwayne Day)

Betty Decker is requesting for an AHA Disaster Shelter for Companion Animals training. It is a two day weekend course. This will teach them the skills for sheltering companion animals during a disaster. It is a $7,000 training (no monies from FY14 is being used). APPROVED (motioned by Harvey Velott, Second by Claudette Martin-Wus)

NIMS – Nothing to report

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

Citizens Corp is having their 11th annual Family Preparedness Day at the Delaware Agricultural Museum in Dover, DE on September 19, 2015. There will be numerous exhibits, interactive demonstrations, and a scavenger hunt for the children. The festivities will be from 10 a.m.-2 p.m. Come and join the fun with Citizen Corp and become prepared.

**Committee Member Comments**

Chairman Newnam would like to send a letter to Director Turner thanking him for his support of the Training and Exercise subcommittee and his work at DEMA. APPROVED (Motion by Dwayne Day and second by Matthew Higgins.)

The training and exercise workshop will be held at the Delaware State Fire School on

October 8, 2015. There will be a brief T&E subcommittee meeting that morning and then as follows everyone will be going to the workshop.

Bob Pflaumer, Tom Nesbella, and Karen Townsend attended the T&EPW at MEMA last week and the biggest note they took back was the Pope is coming.

Next meeting is September 2, 2015.

Meeting adjourned at 9:12 a.m.

Respectfully Submitted,

Anita Broadnax