**Training and Exercise Subcommittee Meeting Minutes**

**Wednesday, December 2, 2015**

**Delaware Fire School**

On December 2, 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

Wiley Blevins, DENG

Dwayne Day, DelDOT

Betty Decker, PHPS

Matthew Higgins, DNREC

Joe Hughes, DLLG

Arnie Maas- DEMA

Claudette Martin-Wus, DTI

Marny McLee, DEMA

Allen Metheny, DVFA

David Mick, Kent County

Tom Nesbella, DEMA

Valerie Pryor, DEMA

Suzanne Raab-Long, DE HC Assoc.

Lisa Tanielian, Dept of Ag

Harvey Velott, DSP, 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 November 4, 2015 meeting to be approved. APPROVED (Motion by Matt Higgins, Second by Harvey Velott)

**Exercise Programs** – Tom Nesbella reported on the following exercises:

* Kent, TTX, 2 Nov 2015
* DE, WS, 9 Nov 2015
* NCC, NTSB, WS 10 Feb 2016
* NCC, WS, 11 Feb 2015

Other Delaware exercises – Tom Nesbella reports:

- AI DuPont Hospital for Children, community Decon exercise

- Dover PD, FSE 28 Oct

- DDA, FE, 19 Nov 15

- Bayhealth, Ebola exercise

- State-wide TTX’s for school shooting/shelter-in-place, ongoing this year

* Beebe: HazMAT Sept 15 & TTX with the prison late 2015

- VA, TTX active shooter Sept and FE in Nov 15

- St. Francis, rail accident Oct 15, Ebola Nov 15 and exercise pediatric MCI plan

- Public Health Symposium is Oct 21, 2015

- DTCC, Stanton, TTX 10 Nov 2015

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

**Training Programs** – Tom Nesbella reported on the following training sessions:

* AWR-160 WMD Awareness Level Training, 15 Oct, 12 attended
* PER-320 Personal Protective Measures for Biological Events, 20 Oct, 38 attended
* PER-230 IRTB & PER-231 PRSBI, 22 Oct, 25 attended
* In-residence courses;

 Center for Domestic Preparedness (CDP), 1

 New Mexico Tech (NMT), 1

 Counter Terrorism Operations Support (CTOS), 0

**After Action Report Improvement Plan**

* None

**Financial Statements**

* Financial Statements, FY14

**Old Business**

* 1. T&E PW final report & hard copy handout.

Motion carried to adopt the final report. APPROVED (Motion by Harvey Velott, Second by Dwayne Day)

**New Business**

* None

**Request for training**

Harvey Velott is requesting $17,681.00 for Homeland Security Conference, May 2016, in Rehoboth. This request will be moved from training to exercise. Motion to approve pending final authorization from DEMA for food expenses. APPROVED (Motion by Allen Metheny, Second by Jack Anderson)

Harvey Velott is requesting $4,478.10 for two individuals to attend the Foundation of Intelligence and Analysis Training in Sacramento, CA. APPROVED (Motion by Matt Higgins, Second by Jack Anderson)

Claudette Martin-Wus is requesting pre-approval, pending signature by Elayne Starkey, for three different COOP conferences. One individual will attend each training. (1) $2,758.75 in March, Orlando, FL (2) $3,038.79, Nashville, TN (3) $3,297.00, Atlanta, GA. APPROVED (Motion by Harvey Velott, Second by Dave Mick)

Dwayne Day is requesting $24,119.00 to develop a UAV Training Program. APPROVED pending approval from FEMA Region III. (Motion by Allen Metheny, Second by Claudette Martin-Wus)

**NIMS** – Tom Nesbella reported that John Morris completed all his NIMS visits prior to his departure from DEMA. Arnie Maas reported that the THIRA is complete.

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

* November 19, 2015- Marny McLee and George Giles gave a Citizen Corps/CERT presentation at DTI and the COOP.
* December 2, 2015- Marny gave a presentation at Greenwood PD with Chief Anderson and City Council. They are looking to start a local Citizen Corps Council and getting some CERT training
* December 11-12, 2015- CERT Class, Delaware Tech, Dover.

**Committee Member Comments**

* None

Next meeting is January 6, 2016

Meeting adjourned at 9:15 a.m.

Respectfully Submitted,

Valerie Pryor