**Training and Exercise Subcommittee Meeting Minutes**

**Wednesday, March 2, 2016**

**Delaware Fire School**

On March 2, 2016, 2016, 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, DENG

Anita Broadnax, DEMA

Dwayne Day, DelDOT

Paige Fitzgerald, DEMA

Jamie Bethard, DNREC

Arnie Maas- DEMA

Claudette Martin-Wus, DTI

Marny McLee, DEMA

Allen Metheny, DVFA

Tom Nesbella, DEMA

Susan 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 February 2, 2016 meeting to be edited and approved. APPROVED (Motion by Allen Metheny, Second by Claudette Martin-Wus)

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

* NCC, MOU WS 10 Feb 2016
* NCC, NTSB and MOU WS, 11 Feb 2016
* Kent, Active shooter Drill TBD
* Wilmington, Communications drill, 26 Apr 2016
* Sussex Ferry IED, TTX, TBD
* Wilmington, HazMAT FSE, TBD
* DEMA, Mass care & sheltering TTX, TBD
* DTI, Cyber, FE Oct 2016
* DEMA, Mass care & sheltering FSE, Oct 2016

Other Delaware exercises – Tom Nesbella reports:

* REP drill 24 Mar 2016
* REP drill, graded 17 May 2016
* NCC Airport, MCI, FSC Apr 2016
* REP graded drill 17 May 2016
* USCG, FE, Hurricane 26 Apr 2016
* AI DuPont Hospital for Children, community Decon exercise
* Bayhealth, Ebola exercise
* State-wide TTX’s for school shooting/shelter-in-place, ongoing this year
* PH, Evacuation FSE, Nov 10
* Cyber Security Workshop, Sept 7
* COOP Drill, May 24
* Active shooter drill at the governor’s mansion, February 27

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-209 Dealing with the Media, 26 May 2016
* AWR-160 WMD Awareness Level Training, 11 May 2016
* AWR 147 Rail Car Incident Response, TBD
* PER-320 Personal Protective Measures for Biological Events, TBD
* AWR-327 REP Exercise Controller Course (RECC), 11 Apr 2016
* PER-314 REP Exercise Evaluator Course (REEC), 12-15 Apr 2016
* MGT 417 Crisis Management for School-Based Incidents, 28-29 June 16
  + In-residence courses;
* Center for Domestic Preparedness (CDP), 3
* New Mexico Tech (NMT), 1
* Counter Terrorism Operations Support (CTOS), 0

**After Action Report Improvement Plan**

* AAR, none

**Financial Statements**

* Financial Statements, FY14 reviewed. Chairman Newnam would like all disciplines to have any training requests brought to the April meeting.

**Old Business**

* DelDOT REP transportation plan drill is awaiting request approval through PSEG. The drill will be tabled until April’s meeting. APPROVED (Motion by Wiley Blevins, Second Harvey Velott)

**New Business**

* These requests were tabled from the February 3, 2016 meeting due to possible revision. Harvey Velott’s requests are now standing as is.
  + Harvey Velott is requesting $4, 337.80 to allow 25 officers from all DE SWAT teams to attend the NTOA Training Management and Risk Mitigation for SWAT course. APPROVED (Motion by Allen Metheny, Matthew Higgins)
  + Harvey Velott is requesting $12, 763.80 to host a five day crisis negotiators basic course for approximately 20 Law Enforcement officers at University of Delaware. The training will be March 28, 2016 to April 1, 2016. APPROVED (Motion by Matthew Higgins, Second by Allen Metheny)
  + Harvey Velott is requesting $672.00 to send one DIAC analysts to the Open Source Intelligence (OSINT) training course in Washington D.C. The training will be March 28, 2016 to March 30, 2016. APPROVED (Motion by Dwayne Day, Matthew Higgins)
  + Harvey Velott is $13, 113.80 to allow 25 officers from all DE SWAT Command Decision Making and Leadership II conducted by the NTOA. APPROVED (Motion by Matthew Higgins, Second by Dwayne Day)

**Request for training**

Allen Metheny is requesting $7, 000.00 for the collapse rescue training. APPROVED (Motion by Dwayne Day, Second by David Mick)

Allen Metheny is requesting $2, 982.70 for recertification of a helicopter rescue team. APPROVED (Motion by Dwayne Day, Second by David Mick)

David Mick is requesting $7, 513.48 to have one person go to the International School of Tactical Medicine Course (ISTMC) for re-certification. The training will take place in Sacramento, CA. APPROVED (Motion by Allen Metheny, Second by Dwayne Day)

David Mick is requesting $3, 042.02 to have a group of EMS attend COMTOMS. APPROVED (Motion by Allen Metheny, Second by Dwayne Day)

Harvey Velott is requesting $2, 982.70 to allow one analysts to attend the Open Source Intelligence (IALEIA) Annual Conference in New Orleans, Louisiana. The training will be April 23, 2016 to April 30, 2016. APPROVED (Motion by Allen Metheny, Second by Claudette Martin-Wus)

Harvey Velott is requesting $895.00 to have lodging and per diem for a one week course held in Linthicum, MD. The one week training will be compensated by the Baltimore Bomb Squad. The training will be March 21, 2016 to March 25, 2016. APPROVED (Dwayne Day, Wiley Blevins)

**Request for Exercise**

Claudette Martin-Wus is requesting $3, 500.00 for the 2016 tabletop Statewide COOP Exercise that will incorporate all State agencies that have completed the COOP Program and have held at a minimum one COOP Drill. APPROVED (Motion by Wiley Blevins, Second by Harvey Velott)

**NIMS** – No Update

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

* On March 7, 2016 Citizen Corps/CERT will be giving about 10 staff members of the Delaware 87ers a tour of DEMA and the TMC.
* Marny McLee will be giving a presentation to the Anti-Terrorism advisory council on March 23, 2016. He will present an overview of Citizen Corps and CERT.
* On September 29, 2016 Citizen Corps will be having their annual family preparedness day at the Delaware Agriculture Museum

**Committee Member Comments**

* None

Next meeting is April 6, 2016

Meeting adjourned at 9:21 a.m.

Respectfully Submitted,

Anita Broadnax