**Training and Exercise Subcommittee Meeting Minutes**

**Wednesday, April 6, 2016**

**Delaware Fire School**

On April 6, 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

Jack Anderson, DVFA

Anita Broadnax, DEMA

Dwayne Day, DelDOT

Betty Decker, PHPS

Paige Fitzgerald, DEMA

Matthew Higgins, DNREC

Arnie Maas- DEMA

Claudette Martin-Wus, DTI

Allen Metheny, DVFA

David Mick, Kent County

Eric Morgan, DEMA

Chris Murtha, DEMA

Tom Nesbella, DEMA

Suzanne Raab-Long, DE HC Assoc

Lisa Tanielian, Dept of Ag

Karen Townsend, DEMA

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 March 2, 2016 meeting to be edited to reflect the presence of Betty Decker and correction to Suzanne Raab-Long’s name and approved. APPROVED (Motion by Allen Metheny, Second by Claudette Martin-Wus)

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

* Wilmington, Communications drill, 26 Apr 2016
* DTI, COOP drill, 24 May 2016
* Kent, Active shooter/IED state fair, FE, TBD
* Sussex Ferry IED, TTX, TBD
* Wilmington, HazMAT FSE, TBD
* DTI, Cyber Workshop, 7 Sept 2016
* 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
* DEMA State HazMAT Workshop 1-2 Apr 2016
* NCC Airport, MCI, FSC 16 Apr 2016
* PH-Trac Hospital Communication Drill - April 28, 2016
* REP drill, graded 17 May 2016
* USCG, FE, Hurricane 26 Apr 2016
* State-wide TTX’s for school shooting/shelter-in-place, ongoing this year
* Ebola Tabletop Exercise – Sept 13, 2016
* PH, Evacuation FSE, Nov 2016
* PH, other drill TBD
* A.I. Dupont:  Fire Evacuation from or - March
* Bayhealth: KGH Active Shooter with Dover PD – late February
* CCHS: Revising Active Shooter standards using Run, Hide, Fight
* Beebe: Code Pink Exercise – no date, IT failure – no date
* Nanticoke: Evacuation Exercise – Planning stages, no date at this time full evacuation of new health pavilion to occur in February
* St. Francis: Code Pink – February 3rd, Active Shooter Drill - March
* VA: Code Blue – March with MRI area Run, Hide, Fight, Planning sessions occurring now and are on track to have TTX in July with a Full Scale exercise in August.
* HealthSouth: Currently working on Active Shooter Policy, plan to do TTX first, then will decide on exercise. (Doors are locked 24/7 and an individual must be buzzed in from outside.)
* DAFB: March – Code Blue, Code Gray (Active Shooter) Exercises, changing exercises from one large scale event to one small scale event every quarter – definite dates at next meeting.

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-327 REP Exercise Controller Course (RECC), 11 Apr 2016
* PER-314 REP Exercise Evaluator Course (REEC), 12-15 Apr 2016
* AWR 147 Rail Car Incident Response, 5 May 2016
* AWR-160 WMD Awareness Level Training, 11 May 2016
* AWR-209 Dealing with the Media, 26 May 2016
* MGT-335 Event Security Planning for Public Safety Professionals, 7-8 June 2016
* AWR 148 Crisis Management for School-Based Incidents, 22 June 2016
* MGT 417 Crisis Management for School-Based Incidents, 28-29 June 2016
* PER-320 Personal Protective Measures for Biological Events, TBD
	+ In-residence courses;
* Center for Domestic Preparedness (CDP), 5
* New Mexico Tech (NMT), 0
* Counter Terrorism Operations Support (CTOS), 0
* University of West Virginia (UWV), 17

**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 still awaiting request approval through PSEG. Discussions of this drill will be tabled until May’s meeting. APPROVED (Motion by Allen Metheny, Second Harvey Velott)

**New Business**

* DEMA requests that a standardized informational bullet be added to all training class descriptions which are funded by the State Homeland Security Grant Program (SHSGP) stating as such.
* 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**

David Mick is requesting $9, 000.00 to have 24 EMS students to take a Tactical Combat Casualty Care and Instructor Course. The training will be announced. APPROVED (Motion by Allen Metheny, Second by Jack Anderson)

Harvey Velott is requesting $2,448.00 to send four DSP scuba team members to conduct Ice Dive training. The training was in Albany, NY. APPROVED (Jack Anderson, Dwayne Day)

**NIMS** – Eric Morgan is the new IMT manager and is currently working on updating the files, along with seeking out ways to fix laws to have IMT include state employees.

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

* No Update

**Committee Member Comments**

* Harvey Velott announced that he was appointed Chairman of the Domestic Nuclear Detection Office. Harvey will be reaching out to the committee members to obtain more information about their current radiation policies.

Next meeting is May 4, 2016

Meeting adjourned at 9:15 a.m.

Respectfully Submitted,

Anita Broadnax