**Training and Exercise Subcommittee Meeting Minutes**

**Wednesday, May 4, 2016**

**Delaware Fire School**

On May 4, 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

Tom Nesbella, DEMA

Jack Anderson, DVFA

Gerald Brennan, DE State Fire School

Anita Broadnax, DEMA

Betty Decker, PHPS

Paige Fitzgerald, DEMA

Joseph Hughes, League of Government

Claudette Martin-Wus, DTI

Marny McLee, DEMA, Citizen Corps

Allen Metheny, DVFA

David Mick, Kent County

Eric Morgan, 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 April 6, 2016 meeting to be approved. APPROVED (Motion by Allen Metheny, Second by Jack Anderson)

**Exercise Programs** – Paige Fitzgerald 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 –

* 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
* Homeland Security Conference 18-20 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.
* 2 LE exercises TBD

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

**Training Programs** – Paige Fitzgerald 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), 14

**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 June meeting.

**Old Business**

* DelDOT REP transportation plan drill will coordinated through the DEMA REP section to be added to the REP exercise schedule

**New Business**

* None

**Request for training**

David Mick is requesting $246.00 additional for the EMS training class that was approved last month for $9,000. APPROVED (Motion by Allen Metheny, Second by Harvey Velott)

Harvey Velott is requesting $2,175.00 to send one newly assigned DIAC analyst to attend the Foundations of Intelligence Analysis training. The training will be June 19-26, 2016 in Phoenix, AZ. APPROVED (Claudette Martin-Wus, Second by Jack Anderson)

Harvey Velott is requesting $12, 580.00 to allow five officers (3 DSP and 2 NCCPD) to attend the National Technical Investigators Training Conference and Equipment Exposition. The training will be July 10-15, 2016 in Seattle, WA. APPROVED (Claudette Martin-Wus, Second by Jack Anderson)

Claudette Martin-Wus is requesting $40,000.00 to provide an all day workshop to educate multiple municipalities, state employees, and the public on issues concerning cyber attacks and cyber safety. APPROVED (Jack Anderson, Second by Allen Metheny)

**NIMS** – Eric Morgan reports the national review for the new NIMS document if you would like to have an input I can send via email. Please have all inputs to me before May 9, due to the new injects are due to FEMA by May 9th, 2016.

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

* A CERT class was held at the Delaware Skill Center on April 28. There were about 29 nursing students and medical technicians that received CERT training.
* Citizens Corp will be holding a CERT training partnering with the center of disabilities, the Delaware Medical Reserve Corp and Christiana Medical Reserve Corp, on May 20-21
* On May 26 the 2nd annual Community Day will be held at the Dover Air force Base. Marny will have a table set up
* On June 3rd there will be the Family Preparedness night at the Blue Rocks stadium.
* There were 3, 000 eye drops that were supplied to CERT for the first responders as a token of appreciation. Marny is asking for all the first responder disciplines to email him with the name of company and how many are in the company so he can send the appropriate amount eye drops to the correct address.

**Committee Member Comments**

* None

Next meeting is June 1, 2016

Meeting adjourned at 9:15 a.m.

Respectfully Submitted,

Anita Broadnax