**Training and Exercise Subcommittee Meeting Minutes**

**Wednesday, June 1, 2016**

**Delaware Fire School**

On June 1, 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

Anita Broadnax, DEMA

Dwayne Day, DelDOT

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

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 May 4, 2016 meeting to be approved. APPROVED (Motion by Harvey Velott, Second by Dwayne Day)

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

* DTI, COOP drill, 24 May 2016
* Kent, Base camp, DR, 6/25/2016
* Sussex Ferry Active shooter/IED, FE, TBD
* DEMA, Sheltering TTX, July 2016
* DEMA, Sheltering FSE, 6 Aug 2016
* NCC, Active shooter, FE, TBD
* Wilmington, HazMAT FSE, TBD
* DTI, Cyber Workshop, 7 Sept 2016
* DTI, Cyber, FE Oct 2016
* Other DE exercises;
* 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** – Tom Nesbella reported on the following training sessions:

* AWR 147 Rail Car Incident Response, 5 May 2016, 17 attended
* AWR-160 WMD Awareness Level Training, 19 May 2016, 12 attended
* AWR-209 Dealing with the Media, 26 May 2016, 32 enrolled
* MGT-335 Event Security Planning for Public Safety Professionals, 7-8 June 2016, cancelled
* AWR 148 Crisis Management for School-Based Incidents, 22 June 2016, 33 enrolled
* MGT 417 Crisis Management for School-Based Incidents, 28-29 June 2016, 5 enrolled
* MGT-331 COOP, 19-20 July 2016, awaiting announcement
* PER-320 Personal Protective Measures for Biological Events, TBD
	+ In-residence courses;
* Center for Domestic Preparedness (CDP), 3
* New Mexico Tech (NMT), 0
* Counter Terrorism Operations Support (CTOS), 0

**After Action Report Improvement Plan**

* AAR
	+ The committee will review Delaware Civil Unrest Workshop report in the July 6, 2016 meeting.

**Financial Statements**

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

**Old Business**

* None

**New Business**

* None

**Request for training**

Allen Metheny is requesting $6,050.00 to have rapid deployment search and rescue/recovery training. APPROVED (Motion by Dwayne Day, Second by Harvey Velott)

Allen Metheny is requesting $6,050.00 to have an underwater vehicle extrication program training. APPROVED (Motion by Dwayne Day, Second by Harvey Velott)

Allen Metheny is requesting $9,174.00 to have emergency egress training for helicopter rescue teams. APPROVED (Motion by Dwayne Day, Second by Harvey Velott)

Joseph Hughes is requesting $5,576.04 to attend a crisis management and continuity planning training. The training objectives will be to assist municipal governments with disaster management and continuity of operations planning. APPROVED (Claudette Martin-Wus, Second by Harvey Velott)

Claudette Martin-Wus is requesting $4,669.50 for one DTI staff member to attend training to better monitor, audit, secure and analyze the State’s IT networking infrastructures. APPROVED (Matthew Higgins, Second by Allen Metheny)

Claudette Martin-Wus is requesting $1,000.00 to allow one disaster recovery coordinator to attend a training workshop being made available at the SunGard Availability Service in Wayne, PA. This training will provide seminars provided a recognized industry leader in Disaster Recovery and COOP. APPROVED (Matthew Higgins, Second by Allen Metheny)

Claudette Martin-Wus is requesting $850.00 to allow one disaster recovery specialist to attend a training course being made available via the web. This training course is a two day certification course that will help gather the most current industry standards. APPROVED (Matthew Higgins, Second by Allen Metheny)

Harvey Velott is requesting $600.00 to allow one officer to attend a Jail Intel Seminar. The seminar will examine the collection, analysis, and sharing of jail- and correctional-related intelligence.

**NIMS** – None

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

* On Friday, June 3, 2016 Citizens Corp will partner with Wilmington EOC and New Castle Co. EOC to have the 8th Annual Family Preparedness night at the Blue Rocks stadium.
* The next CERT training course will be held on June 17 – June 18 at Ewell’s St. Paul’s United Methodist Church in Clayton, DE.

**Committee Member Comments**

* Bob Pflaumer, Tom Nesbella and Chris Murtha went to the National Training and Exercise Symposium in Emmetsburg, MD. No major changes to report back to the committee.

Next meeting is July 6, 2016

Meeting adjourned at 9:15 a.m.

Respectfully Submitted,

Anita Broadnax