

**Training and Exercise Subcommittee Meeting Minutes**  
**Wednesday, December 7, 2016**  
**Delaware Fire School**

On December 7, 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  
Thomas Nesbella, DEMA  
Paige Fitzgerald, DEMA  
Marny McLee, DEMA, Citizen Corps  
Anita Broadnax, DEMA  
Jeff Cox, SCEMS  
Dwayne Day, DelDOT  
Betty Decker, PHPS  
Joseph Hughes, League of Govt.  
Claudette Martin-Wus, DTI  
David Mick, Kent EMS  
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 9, 2016 meeting to be approved.  
APPROVED (Motion by Harvey Velott, Second by Allen Metheny)

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

- Sussex Ferry Active shooter/IED, FE, 16 Nov 2016
- Currently working 2017 schedule with the counties
- Sussex Ferry Active shooter/IED, FE, 16 Nov 2016
  
- o Other DE exercises:
  - State-wide TTX's for school shooting/shelter-in-place, ongoing this year
  - Nanticoke: Evacuation Exercise – Planning stages, TBD time
  - HealthSouth: Currently working on Active Shooter Policy, plan to do TTX first, then will decide on exercise. (Doors locked 24/7 and an individual must be buzzed in from outside.)
  - A.I. DuPont: IT failure with focus on ransom ware – follow-up to Data Center Exercise done last quarter, last year, evacuation exercise for outpatient therapy area, tornado/severe weather exercise, 3 sessions focused on evacuation
  - Bayhealth: Conducted 3 no notice Ebola exercise in last couple of months, MMH Active Shooter drill – June
  - Beebe: Exercise tentative for Fall to Follow-up to real Network outage that occurred, Code Pink/Adam – next few months; changing of assignments-exercising those changes, HazMat Exercise – September

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:

- Currently working the 2017 schedule
- In-residence courses;
  - Center for Domestic Preparedness (CDP), 2
  - New Mexico Tech (NMT), 2
  - Counter Terrorism Operations Support (CTOS), 0

**After Action Report Improvement Plan**

- None.

**Financial Statements**

- Financial Statements, FY15 budget was reviewed.

**Old Business**

- None

**New Business**

- The T&EPW that was conducted November 9, 2016 is in the drafting process. Tom Nesbella advised the group that he would be sending an email with the final draft of the T&EPW to all T&E Subcommittee Members. The final draft will also be presented in the January meeting.

**Request for training**

Dwayne Day is requesting \$9,800.00 for UASA Academy Indoor Flying Course. This is a two day indoor flying course for Drone's/UAV. This course will be taking place at Dover High School. APPROVED (Motion by Harvey Velott, Second Claudette Martin-Wus)

Dwayne Day is requesting \$4,800.00 for UASA Academy 530-2 Day Maintenance course. This two day course will help pilots to maintain and modify their drones, as well as control them from a longer distance. APPROVED (Motion by Harvey Velott, Second Claudette Martin-Wus)

Allen Metheny is requesting \$29,415 for an Incident Command Level class. This will be a four day course for a maximum of 50 students. This request is awaiting GSS approval and will be tabled until the January meeting.

**NIMS- Eric Morgan reports:**

- None

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

- The end of the year CERT training course was held at DEMA December 3-4, 2016. The training went well, though not well attended as trainings earlier in the year.

- In 2014 Marny McLee was recognized at the White House as a Champion of Change. All Champions of Change winners throughout the Obama/Biden administration were reunited at the White House on December 5-6, 2016 for a special presentation and thank you. With the upcoming change in administration there are uncertainties with furthering the program.

### **Committee Member Comments**

- Harvey Velott is requesting \$7, 664.19 to allow one State Police Detective to travel the Harris Corporation training facility to receive training and certification as an operator of the division cellular network exploitation equipment. APPROVED (Motion by Allen Metheny, Second Dwayne Day)
  - o Paperwork for this training was misplaced. The subcommittee recognized that this submission was late due to discipline error, and chose to accept it and voted regardless. APPROVED (Motion by Allen Metheny, Second Dwayne Day).

Next meeting is January 4, 2017

Meeting adjourned at 9:00 a.m.

Respectfully Submitted,

Anita Broadnax