

**Call To Order**

- A. DEMA Director, A.J. Schall, convened the Delaware Homeland Security Terrorism Preparedness Working Group (DHSTPWG) meeting at 1:00 p.m., in the Delaware Emergency Management Agency (DEMA) James E. Turner, III Educational Center. The following documents were provided to all meeting participants:
  - 1) Meeting Notice & Agenda
  - 2) DHSTPWG Meeting Minutes, June 4, 2018
  - 3) Training and Exercise Subcommittee Meeting Minutes, June 6<sup>th</sup> and August 1<sup>st</sup>, 2018
  
- B. Minutes from the June 4, 2018 meeting were reviewed and approved. **(Motion Approved: Robert Newman; Second: Tim Sexton – Passed Unanimously)**

**1. Old Business**

**A. Training & Exercise Subcommittee**

Ms. McIntire noted the upcoming Training and Exercises (T&E), listed in the subcommittee notes from the meeting minutes from June 6<sup>th</sup> and August 1<sup>st</sup>. He informed the committee that all requests were aligned with the goals of the Working Group and approved. The next meeting for the Training and Exercise Subcommittee will be held October 3<sup>rd</sup>, 2018.

**B. Homeland Security Grant Status**

Ms. McIntire, informed the committee that the FY15 grant was successfully closed out as of 31 August; totaling \$3,734,500. She also indicated that FY16 is moving along well with 39% left to spend. For FY17, there is 94% remaining with plenty of time to spend down. Ms. McIntire further informed the group that “Spending Plans” would also be required of disciplines for FY18 grant money. Both she and Mr. Puchalsky would be meeting to discuss and help develop spending plans in the coming months.

**New Business**

**A. DTI Reallocation of Funding**

**Delaware Homeland Security Terrorism Preparedness Working Group  
Meeting Minutes**

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- Sandra Alexander from DTI discussed reallocating \$10,000 from Training and Exercise, into an already established Subgrant for Training, due to increase cost of licenses and contracts. **(Motion Approved: Kevin Sipple; Second: Tim Sexton– Passed Unanimously.**

**B. Director Comments**

None.

**C. Discussion**

None.

2. **Next Meeting** – Due to Veteran’s Day, the next meeting is scheduled for November 19<sup>th</sup>, 2018, at 1:00 p.m. at DEMA.
3. Meeting was adjourned. **(Motion Approved: Robert Newman; Second: Daniel Meadows – Passed Unanimously)**

Minutes approved by DEMA Director

A.J. Schall

Attachment: Attendance Roster

Name	Agency
Anthony, Amy	DMV
Day, Dwayne	DelDOT
Dempsey, Tucker	DVFA
Ennis-Alexander, Sandra	Disaster Recovery Coordinator
Higgins, Matthew	HazMat
Hughes, Joseph	League of Local Governments
Meadows, Daniel	Major
Newman, Robert	DFS
Olenik, Brandon	Kent County EOC
Pepper, Terry	DSHS Safety Advisor
Schoonover, Bobby	EMS Supervisor
Sexton, Tim	Division of Public Health
Sipple, Kevin	Kent County Public Safety
Tanielian, Lisa	DDA
<b>Delaware Emergency Management Agency Staff</b>	

**Homeland Security Grant Program**  
**Delaware Homeland Security Terrorism Preparedness Working Group**  
**Meeting Minutes**

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**September 10, 2018**

Schall, A.J.	Director
Kelly, Joshua	Terrorism Preparedness Supervisor
Nesbella, Tom	T&E Supervisor
Beste, Christine	T&E Planner
Johnson, Mei	Grant Coordinator
McIntire, Jessica	Terrorism Preparedness Planner
Puchalsky, Justin	Terrorism Preparedness Planner