

# TRAINING AND EXERCISE SUBCOMMITTEE MEETING MINUTES

WEDNESDAY, MARCH 6, 2018

DE STATE FIRE SCHOOL, DOVER

On March 6<sup>th</sup>, 2019 the Training and Exercise Subcommittee meeting was held at the Delaware State Fire School in Dover, DE with representatives from the Training and Exercise Subcommittee and the Delaware Emergency Management Agency (DEMA).

Attendees	Agency
Robert Newnam, Chairman	DSFS
Jerry Brennan, Alt. Chairman	DSFS
Thomas Nesbella	DEMA
Lisa Tanielian	DDA
Jessica McIntire	DEMA
Mei Johnson	DEMA/CERT
William Wipf	DEMA
Suzanne Raab-Logan	DE HC Assoc.
Patrick Willie	WEOC
Betty Decker	PHPS
Heather Volkomer	DTI
Harvey Velott	DSP
David Mick	Kent County
Glenn Marshall	Sussex Co. EMS
Dwayne Day	DelDot
Mathew Higgines	DNREC

- Chairman Robert Newman welcomed everyone called the meeting to order at 0830 am.
- A quorum of members were present and introductions were made.  
A motion was carried for an approval of the February 6, 2019 meeting minutes.  
APPROVED (Motion by Glenn Marshall, Second by Harvey Velott)

## EXERCISE PROGRAMS

### *Tom Nesbella Reports:*

- AG, TTX, AG Terror, May 2019
  - o *Tom Nesbella reports:* Change of date to May 28, 2019.
- Wilmington, FE, EOC, 10 Apr 2019
  - o *Tom Nesbella reports:* Change of date to April 9, 2018
- DTI cyber FE; Spring 2019
- State Terrorism TTX; Spring 2019
  - o *Tom Nesbella reports:* Date for initial Concept & Objectives meeting TBD.
- Kent WS/TTS, MCI, 10 and 22 May 2019
- NCC, FSE Airport, 6 Apr 2019
  - o *Tom Nesbella reports:* Change of date to April 13, 2019
- State HazMAT WS, 10-11 May 2019
- State HazMAT FE, 17 July 2019
- DNG, FSE HazMAT, 9-14 July 2019
- DETF, TTX Debris Management, 17 July 2019
- State Terrorism TTX, 18 Sept 2019
- Kent, DR, Comm, 17 and 29 Oct 2019
  
- Other DE exercises:

### LE

- State-wide TTX's for school shooting/shelter-in-place, ongoing this year
- TTX, DSCYF active shooter TBD
- TTX, OMB active shooter TBD

### PH:

RSS/POD TTX, 13 Feb  
Family Assistance Center and Fatality Management WS, 26 Feb  
DHPC Symposium, 7 Mar  
COOP Functional Exercise, 1 May  
Family Assistance Center and Fatality Management TTX, 14 May

### HC:

#### AI/Nemours

Active Shooter Drill with Saint Francis – Jan 2019

#### Bayhealth

Move to new Sussex Campus is set for Feb 5th

#### Beebe

Hurricane Exercise with Town of Lewes- Jan 15<sup>th</sup>  
Infectious Disease Exercise- Winter/Spring 2019  
HazMAT Exercise – Summer 2019

Christiana Care

Mass Vaccination Exercise (Flu)- Oct 10<sup>th</sup>  
ABLS- in planning

Nanticoke

Functional Infectious Disease Exercise- Jan 2019

Saint Francis

Active Shooter Drill with AI/Nemours- Jan 2019  
Active Shooter Drill in Emergency Department- Feb 2019  
Pharmacy HazMAT Drill- March 2019

Dover AFB

Child Abduction Exercise – Jan 2019  
HazMAT Spill Exercise – Jan 2019  
Air Show Exercise- Summer 2019

EMSPS

Family Assistance Center Training – Feb 26<sup>th</sup>  
RSS Exercise- Fall 2019

\*\*\* Statewide HazMAT Workshop with Infectious Disease and Decontamination  
Training – May 10<sup>th</sup> and 11<sup>th</sup> at the DE Fire School- Dover

## TRAINING PROGRAMS

*Tom Nesbella Reports:*

Training Programs;\_currently working on the 2019 schedule

- AWR-345 Unmanned Aircraft Systems in Disaster Management course, 19 Feb, 40 attended
- AWR-160 WMD Awareness Level Training, 5 Mar, 8 attended
- AWR 147 Rail Car Incident Response, 28 Mar, 7 enrolled
- COOP, 9-10 Apr, 5 enrolled
- PER-320 PPE course (PH only). 11 Apr, ? enrolled
- MGT-403 Access and Functional Needs Preparedness Planning, 25 Apr, 6 enrolled
- AWR 148 Crisis Management for School-Based Incidents, 11 June, 0 enrolled
  
- Currently working on the 2019 schedule
- In-residence courses
  - o Center for Domestic Preparedness (CDP), 0
  - o Now accepting resident training class applications
  - o New Mexico Tech (NMT), 0 this month, 20 registered from the 31<sup>st</sup> CST for 2019
  - o Counter Terrorism Operations Support (CTOS), 0

## AFTER ACTION REPORT IMPROVEMENT PLAN

- None

## FINANCIAL STATEMENTS

*Tom Nesbella Reports:*

- Financial Statements; FY16 & FY17 T&E discussed (Details withheld- Official Use Only)

## OLD BUSINESS

Disciplines brief on written summaries from previously approved classes or conferences:

LE: approvals

- Baltimore Negotiators training, 4-6 Feb 2019

CT: approval

- UAS Level 1 Thermography course, 29 Jan – 1 Feb 2019

## NEW BUSINESS

Requests for Training

Any requests over \$25,000 must go through the GSS approval process prior to approval of the T&E subcommittee per our fiscal year.

- LE Harvey Velott requests:
  - o \$2,078.00 for 1 person to attend SCUBA class in NYC
  - o \$2,170.00 for 2 personnel to the Domestic Highway Enforcement Conference in Las Vegas May 1-2, 2019
    - Motioned by Marshall, 2<sup>nd</sup> by Day, approved
- DTI Heather Volkomer requests:
  - o \$34,043.11 for CISSP cyber training course held at the Del Tech Terry Campus
    - *Motion by Mick, 2<sup>nd</sup> by Velott, approved*

Request for Exercises

- DTI Heather Volkomer requests:
  - o \$11,000.00 for Statewide COOP TTX contractor funding
    - *Motion by Mick, 2<sup>nd</sup> by Velott, approved*
- All supporting documents for T&E requests must be sent to DEMA before the request is placed on the T&E agenda.
- New T&E request form

- Jess McIntire speaks on 3 options for new forms and all attendees receive copies of sample forms. Feedback requested and decision to be made by at next meeting.

## NIMS COORDINATOR UPDATE

*William Wipf reports:*

- NIMS Alerts have been coming in quite frequently will have a list developed by next meeting on which alerts are pertinent.

## CERT/CITIZEN CORPS

*Mei Johnson Reports:*

- Upcoming events:
  - Del Tech, Georgetown CERT training open to general public being offered 19-20 April. Registration through Delaware Learning Center.
  - June 1-2 Virdem Centerj (Lewes)
  - Jun 18-19 DSAMH
  - Jul 2-3 DEMA + Div. Accts
  - Oct. 18-19 Georgetown DTCC
  - Nov. 6-7 DSAMH
  - Dec. 6-7 DEMA

## OTHER SUBCOMMITTEE BUSINESS

- *ALERT Class being held in May TBD, Location: TBD*

## COMMITTEE MEMBERS COMMENTS

- *None*

## CONCLUSION

- Per Chairman Robert Newman the meeting is adjourned at 09:40AM

Respectfully Submitted,  
-William Wipf