

TRAINING AND EXERCISE SUBCOMMITTEE MEETING MINUTES

WEDNESDAY, MAY 1, 2019

DE STATE FIRE SCHOOL, DOVER

On May 1st, 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
Thomas Nesbella	DEMA
Christine Beste	DEMA
Lisa Tanielian	DDA
Jessica McIntire	DEMA
Justin Puchalsky	DEMA
Mei Johnson	DEMA/CERT
Mark Rieley	DNG
William Wipf	DEMA
Joe Hughes	League of Govt.
Willie Patrick	Wilmington EMA
Tucker Dempsey	DSFS
Claudette Martin-Wus	DTI
Harvey Velott	DSP
Glenn Marshall	Sussex Co. EMS
Mathew Higgins	DNREC
Megan Williams	DE HC Assoc.
Betty Decker	PHPS

- Chairman Robert Newnam welcomed everyone called the meeting to order at 8:31 am.
- A quorum of members were present and introductions were made.
- A motion was carried for an approval of the April 3, 2019 meeting minutes.
 - o APPROVED (*Motion by Harvey Velott, Second by Glenn Marshall*)

EXERCISE PROGRAMS

Tom Nesbella Reports:

- Wilmington, WS/FE, EOC, 9 Apr 2019
- Kent WS/FE, MCI, 10 and 22 May 2019
- Kent POD Drill, 25 Apr 2019
- NCC, FSE Airport, 13 Apr 2019
- State HazMAT WS, 10-11 May 2019
- AG, TTX, AG Terror, 28 May 2019
- DTI cyber with FEMA RG III, FE 26 June 2019
- State HazMAT FE, 17 July 2019
 - o New date TBD, due to conflict with other exercises
- DNG, FSE HazMAT, 9-11 July 2019
- DETF, TTX Debris Management, 17 July 2019
- State Terrorism TTX, 18 Sept 2019
- Kent, DR, Comm, 17 and 29 Oct 2019
- State Wide COOP May-Oct.

- 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:

COOP Functional Exercise, 1 May
Family Assistance Center and Fatality Management TTX, 14 May
3-Day RSS/POD Full Scale Exercise on Sept 26, 27, and 28th

HC:

AI/Nemours

Active Shooter Drill (2)-Spring 2019

Bayhealth

None

Beebe

Cybersecurity and Downtime IT Testing-April2019

Christiana Care

Mass Causality Incident-System wide - Aug. 2019

Mass Vaccination Exercise (Flu) - Oct 10th

ABLS- in planning

Nanticoke

Infectious Disease/Ebola Drill – April 2019
Lab Relocation Drill – Spring 2019
Active Shooter Drill – Summer 2019

St. Francis

Collaboration with Cecil County Transport Team – April 2019
Mass Casualty Exercise – April 2019
Full Scale Active Shooter Drill – April 2019
Transport Collaborative with John Hopkins – May 1, 2010
Delaware Hazmat Workshop at DE Fire School – May 10, 2019
Hazardous Materials Drill (Chemotherapy) – June 2019
Infant Abduction Drill – July 2019
Full Scale Hazardous Mat ED Exercise – Sept 2019
Command Center Operations Functional Drill – Fall 2019

EMS

Mass Fatality Table Top – May 14, 2019
Three day SHOC, RSS, POD Exercise – Sept 26, 27, 28
Children and Disaster Workshop- Fall/Winter 2019
Mental Health Workshop – Fall/Winter 2019

DAFB

Irate Patient Drill – April 2019
Air Show Prep & Exercises – Spring & August 2019
AMC Museum, 'D Day Drop' – May 4, 2019

VA

Mass Casualty Exercise – June 2019
Decontamination Training – July 2019
Active Threat Drill – August 2019

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

TRAINING PROGRAMS

Christine Beste Reports:

- COOP, 9-10 Apr, 23 attended
- PER-320 PPE course (PH only). 11 Apr, 25 attended
- MGT-403 Access and Functional Needs Preparedness Planning, 25 Apr, 18 attended
- PRE-100 TEEEX active shooter course/workshop, 7 May, 42 enrolled
- PER-353 TEEEX active shooter incident management course, 7-9 May,
 - o disciplines are filling
- AWR 148 Crisis Management for School-Based Incidents, 11 June, 14 enrolled

- Need 20 by May 28th
- AWR-343 Hurricane awareness, 25 June, 16 enrolled
 - Need 30 by May 31st
- Office of Bomb Prevention (OBP), coordinating to conduct 4 courses this year at various chemical facilities in DE, more to follow on locations & dates
 - TBD – No new Information

- In-residence courses
 - Center for Domestic Preparedness (CDP), 2
 - New Mexico Tech (NMT), 2 this month, 25 registered from the 31st CST for 2019
 - Counter Terrorism Operations Support (CTOS), 0

AFTER ACTION REPORT IMPROVEMENT PLAN

- None

OLD BUSINESS

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

LE: approvals

Harvey Velott reports on:

- Internet Evidence Finder Ops course, 8-12 Oct 18
- CLEIG training conference, 17-19 Oct 2018
- DHS Narcotics Analytic seminar, 23-24 Oct 18
- Drug Lab recertification course, Dec 2018
- Tactical Explosive Breaching certification course, Mar 2019
- Mid-Atlantic Regional Gang MARGIN conf, 3-6 Mar 2019

FS: approvals

Tucker Dempsey reports on:

- Drone Pilot Cert training, on-line
- Structural collapse, VA beach, 12-21 Oct 2018

NEW BUSINESS

a. 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.

- *FS Tucker Dempsey requests:*
 - FS \$9,862.09
 - Dive Training Course June-July
 - *APPROVED (Motion by Matt Higgins, Second by Harvey Velott)*

b. Request for Exercises:

- None

- c. New T&E request form approval
 - o *Jess McIntire presents and committee discussion pursued regarding an updated format for Expense Request Forms.*
 - *Pilot program requested by Chairman Newnam for the next 4-5 months with the following process: Requester→Tom→Requester→Discipline Lead→Requester→Tom (to verify it is on agenda)→Committee Approval→Chairman Newnam (Signs and Submits)*
 - o *During this pilot program continue to fill out paper form as a back up*
 - *APPROVED (Motion by Matt Higgins, Second by Glen Marshall)*
- d. 2019 SHSP grant, all project requests were due to DEMA 30 April 2019
- e. All supporting documents for T&E requests must be sent to DEMA before the request is placed on the T&E agenda

NIMS COORDINATOR UPDATE

William Wipf reports:

- FEMA still looking for IMT/NIMS workshop venue.

CERT/CITIZEN CORPS

Mei Johnson Reports:

- Upcoming events:
 - o 1-2 June @ Lewes
 - CERT training open to general public being offered.
 - o 18-19 June @ DSAMH
 - CERT training closed. Open only to state employees.
 - o 2 July CERT Workshop
 - Workshop closed to Division of Accounting for now.
 - o 18-19 Oct. @ Del Tech Georgetown campus
 - CERT training open to general public being offered.
 - o 6-7 Nov. @ DSAMH
 - CERT training open to general public being offered.
 - o Dec. 6-7 @ DEMA
 - CERT training open to general public being offered.

FINANCIAL STATEMENTS

Tom Nesbella Reports:

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

OTHER SUBCOMMITTEE BUSINESS

- New July Meeting Date
 - July meeting cancelled, next meeting June 5, 2019

COMMITTEE MEMBERS

- None

CONCLUSION

- Per Chairman Robert Newman the meeting is adjourned at 10:17AM

Respectfully Submitted,
Christine Beste