

TRAINING AND EXERCISE SUBCOMMITTEE MEETING MINUTES

WEDNESDAY, SEPTEMBER 4, 2019
DE STATE FIRE SCHOOL, DOVER

On September 4th, 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. Chair	DSFS
Thomas Nesbella	DEMA
Christine Beste	DEMA
Justin Puchalsky	DEMA
Eric Morgan	DEMA
Lisa Tanielian	DDA
Mei Johnson	DEMA/CERT
Nikki Testa	DEMA/CERT
Mark Rieley	DNG
Willie Patrick	Wilmington EMA
Tucker Dempsey	Fire Service
Susan Raab-Long	DE HC Assoc.
Trina Cale-Rosario	DHSS
Harvey Velott	DSP
Glenn Marshall	Sussex Co. EMS
Mathew Higgins	DNREC
David Mick	Kent County EMA
Sandra Alexander	DTI

- Chairman Robert Newnam welcomed everyone and called the meeting to order at 8:31am.
- A quorum of members were present and introductions were made.
- A motion was carried for an approval of the August 7, 2019 meeting minutes.
 - o APPROVED (*Motion by Dave Mick, Second by Mei Johnson*)

EXERCISE PROGRAMS

Tom Nesbella Reports:

- State Terrorism TTX, 18 Sept 2019
- DEMA, Debris management TTX, 24 Sept 2019
- State Fair IED, TTX, 25 Sept 2019
- Kent, DR, Comm, 17 and 29 Oct 2019
- Statewide COOP TTX, May – Oct 2019
- Wilmington ICS/UC, TTX, 15 Jan 2020

- 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
- *Harvey Velott adds:*
 - S2A Maritime Security DR will occur 5 September 2019

PH:

- 3-Day RSS/POD Full Scale Exercise on Sept 26, 27, and 28th

HC:

A.I. DuPont

2 Tabletop Exercises planned for Aug-Dec 2019

Bay health

NND/Ebola drill – Date TBD

Exercise with DAFB in August

Beebe

NOV – influx patient exercise – Date TBD

Christiana Care

8/6 – Functional Hazmat Exercise – Fire school

10/10 – flu vaccination exercise – can include POD if can hold off another week.

Starting at 2:30 a.m., having drive-up window, and going through to 9:30 p.m. A goal of 14,000 people vaccinated

10/24 – mass casualty exercise

Nanticoke

Active shooter drill – to take place in last quarter of 2019

St. Francis

Infant Abduction Drill – Date TBD

DECON/HazMAT Drill Exercise – Date TBD

Mass Casualty Exercise – End of 2019, Date TBD

DAFB

Open House - 9/13-15/19

On 17 August, in preparation for Open House they are had a MARE exercise (scenario-single pilot crashing – 37 casualties requiring transport)

Matt Higgins adds:

There was a multi-agency Industrial HazMAT Drill on 3 September

TRAINING PROGRAMS

Christine Beste Reports:

- AWR-132 Understanding and Planning for School Bombing Incidents, 14 August, 23 attended
- MGT-341 Disaster Preparedness For Hospitals & Healthcare Organizations, 11-12 Sept, 20 enrolled
- AWR-228 Community Resilience, 19 Sept, 22 enrolled
- PER-211 Medical Management of CBRNE Events, 15-16 Oct, 6 enrolled
- MGT-460 Debris Management, 22 Oct, 6 enrolled
- PER 230/231 IRTB and PRSBI, 7 Nov 19, awaiting announcement, 4 enrolled
- MGT-318 PIO, 13-14 Nov 19, awaiting announcement, 1 enrolled
- Office of Bomb Prevention (OBP), coordinating to conduct 4 courses this year at various chemical facilities in DE, more to follow on locations & dates
- In-residence courses
 - o Center for Domestic Preparedness (CDP), 1
 - o New Mexico Tech (NMT), 1, 25 registered from the 31st CST for 2019
 - o Counter Terrorism Operations Support (CTOS), 0

AFTER ACTION REPORT IMPROVEMENT PLAN

- None

FINANCIAL STATEMENTS

Tom Nesbella Reports:

- FY16 closeout 31 August 2019
- Financial Statements; FY17 discussed (Details withheld- Official Use Only)

OLD BUSINESS

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

LE: approvals

Harvey Velott submitted reports on:

- Priority One Air Rescue, 13-17 May 19
- Crimes against children training conference, 10-13 Jun 19
- NATIA conference, 27 Jul – 2 Aug 19

Upcoming classes/conferences:

- ALERRT training conference, 29 Sept – 2 Oct 19
- NY Scuba course, 8-13 sept 19

FS: approvals

Representative absent at this time, no report given:

- Vehicle Extrication course, 3-8 June 19
- Swift water Rescue AWR, re-scheduled 19
- Swift water Rescue Tech, July/Aug 19
- Public safety Dive Ops & tech course, June/July 19

Upcoming classes/conferences:

- Trench Rescue course, Oct 2018
- VA beach collapse course, 18-26 Oct 19

CT: approval

Representative absent, no report given

- UAV training conference, 28-30 Oct 19

EMS:

Dave Mick reports on:

- SWAT Medic re-cert Kent EMS, 9-14 June 19
 - o *Submitted report pending*
- VA HazMAT training conference, 10-13 Oct 19

Upcoming classes/conferences:

- SWAT Medic re-cert Kent EMS, 7-18 Oct 19

DTI:

Sandra Alexander reports on:

- Gartner cyber security training conference, 17-20 June 19

Upcoming classes/conferences:

- Gartner cyber security training conference, 19-25 Oct 19

CCP:

Upcoming classes/conferences:

- IAEM conference, 17-21 Nov 19

- New T&E forms sent to all subcommittee members. DELETE all other forms from your files. If the electronic signature does not work, have the form signed & bring it to the meeting.

- Encourage partner agencies to utilize the reimbursement checklist to assist them with the process

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 \$2,000 for facility rental and additional supplies required to complete the Rescue Diver Certification course for new and existing members of the New Castle County Dive Team.
 - *APPROVED (Motion by Dave Mick, Second by Harvey Velott)*
- *HZ Matt Higgins requests:*
 - HZ \$2,247.50 for one person to attend 3, 1-day training courses to certify them as a RAE Systems Portable Instrument Technician on all RAE Systems air monitoring equipment
 - *APPROVED (Motion by Dave Mick, Second by Harvey Velott)*
- *CT requests:*
 - CT \$1,914 to allow 1 additional staff member to attend the Commercial UAS Expo Conference, Oct 2019
 - *Tabled, CT representative was not in attendance*

b. Request for Exercises: None

- ### c. 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

Eric Morgan reports:

- Currently have 2 NIMS reports completed from partner agencies
- With the NIMS/ICS FEMA course updates, all instructors must recertify to teach the updated materials

CERT/CITIZEN CORPS

Mei Johnson Reports:

- Upcoming events:
 - Family Preparedness Day will be held on 7 September 2019 at a new location in Camden, DE
 - CERT:
 - 18-19 Oct. @ Del Tech Georgetown campus, open to the public. Registration completed through the Del Tech website.
 - 6-7 Nov. @ DSAMH in NCC for State Employees

- 6-7 Dec. @ DEMA in NCC, open to the public

OTHER SUBCOMMITTEE BUSINESS

- Change October T&E meeting to 9 Oct 2019 due to REP exercise on 2 Oct 2019
- 2019 T&EPW tentative date 13 Nov. at Dover Downs. November T&E meeting at 8:30 and the T&EPW at 9:00
- Tom Nesbella briefs committee members on the preliminary evaluation for the T&E EMAP certification that was conducted the final week of August 2019 at DEMA
- Federal audit of DEMA Fiscal Section reported no discrepancies for SHSP grant

COMMITTEE MEMBERS

- None

CONCLUSION

- Next meeting will be held on 9 October 2019 at 8:30am
- Per Chairman Robert Newnam the meeting is adjourned at 9:10am

Respectfully Submitted,
Christine Beste