TRAINING AND EXERCISE SUBCOMMITTEE MEETING MINUTES

WEDNESDAY, DECEMBER 4TH, 2019

DELAWARE STATE FIRE SCHOOL, DOVER

On December 4th, 2019 the Training and Exercise Subcommittee meeting was held at 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
Joe Hughes	LLG
Eric Morgan	DEMA
Suzanne Rabb-Long	HC
Jamie Bethard	DNREC
Eric Morgan	DEMA
Dwayne Day	DelDOT
Lisa Tanielian	DDA
Justin Puchalsky	DEMA
Nikki Testa	DEMA/CERT
Dave Mick	Kent County
Harvey Velott	DSP
Glenn Marshall	Sussex Co. EMS
Claudette Martin-Wus	DTI
Trina Cale-Rosario	DHSS
Willie Patrick	City of Wilmington

- Chairman Robert Newnam welcomed everyone and called the meeting to order at 083am.
- A quorum of members were present and introductions were made.
- A motion was carried for an approval of the November 13, 2019 meeting minutes.
    - APPROVED (*Motion by Harvey Velott, Second by Glenn Marshall*

EXERCISE PROGRAMS

Tom Nesbella Reports:

- Statewide COOP TTX, May – Oct 2019
- FEMA RG III T&EPW, 2-3 Dec 2019
- DEMA/FEMA/NOAA Marine Debris TTX, 3 Dec 2019 (Dwayne Spoke - attended: Develop procedures/ processes alongside NOAA for marine debris cleanup)
- DEMA Election Security TTX, 4 Dec 2019
- Wilmington ICS/UC, TTX, 15 Jan 2020 (Willie Patrick: mid planning meeting 15 January for exercise to coordinate between agencies WFS/ NCCPD, Local Govt)
- NCC, WS, Feb 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
    - Tower Hill active school shooter possibly on the books (Harvey)
    - Willie asked if WPD had been looped into the conversation for TTX Harvey indicated 6-8 months before actualization of TTX

PH:

- Children with Disabilities WS, Jan 20
- Comm Drill, Feb 20
- DPHL, Mar 20
- No-notice Hospital drill, Apr 20
- Comm Drill, May 20
- Medical Surge drill, Jun 20
- Comm Drill, Aug 20
- DPHL, Sept 20
- Mass Vaccination, Oct 20
- DPH Symposium, Nov 20

HC:

A.I. DuPont
OR Fire Simulation- October 2019
Mass Casualty Decon Drill - Train the trainer - November 15th

Bay health
Kent County Communications Drill – Oct 17 2019

- Dave Mick commented on the Communications Drill – numbers were old or obsolete
- Biff commented on emergency callback procedures echoing Dave Mick's sentiment
- Tom Nesbella also echoed the sentiment for DEMA. That State and Local EOCs have the same problem in trying to get ahold of people.

Mass Casualty Incident – Fall 2019
Pandemic TTX – Fall 2019
Open POD with DelDOT – Fall 2019

Beebe
Infectious Disease Training – Fall 2019
Code Adam – Fall 2019
Possible Helicopter Crash Drill – Nov 2019
Exercise Influx of patients at hospital – Date TBD
Exercise Influx of patients at Surgi Center – Date TBD
Active Shooter Drill, New Roxanna Emergency Department – Spring 2020

Christiana Care
October 10th – Flu Blitz
October 24th – Large Mass Casualty Exercise (Nightclub Shooting)
April, 2020 – Center for Women and Children's Health is opening – practicing exercise scenarios before it opens

Nanticoke
Fall - Decon Training
December – Active Shooter Drill with Seaford Police Department

St. Francis
Pandemic Surge Exercise – Oct 23, 2019
Infant Abduction Drill – Oct 10, 2019
Active Shooter Drill – Nov 2019
Cold Weather Decon - November/December 2019

DAFB
Flu POD (pending supply) – Oct 25, 2019
Active Shooter Drill – Nov 2019
Open House – August 2021

PHEP
November 12th – Symposium

EMSPS
DHPC Symposium - March 5th
Regional Exercise – April 16-17, 2020

TRAINING PROGRAMS

Tom Nesbella Reports:

- MGT-318 PIO, 13-14 Nov 19, canceled due to low enrollment
- MGT-461 Evacuation Planning Strategies and Solutions, 19 Feb 2020
- AWR-147 Rail Car Incident Response, 25 Mar 2020

- In-residence courses
    - Center for Domestic Preparedness (CDP), 1
    - New Mexico Tech (NMT) (1) and 13 of the 25 registered from the 31st CST for 2019 attended.
    - Counter Terrorism Operations Support (CTOS), 0

AFTER ACTION REPORT IMPROVEMENT PLAN

None

FINANCIAL STATEMENTS

Tom Nesbella Reports:

- Financial Statements; FY17 discussed (Details withheld- Official Use Only)
- Updates training – Tom Nesbella: Briefed to the disciplines – no comments.
- Does expire 31 Aug 2020: Would like to have all reports and zero balance by May 2020.

OLD BUSINESS

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

LE: approvals
Harvey submitted reports on:
Pending reports on:

- Priority One Air Rescue, 13-17 May 19
- Crimes against children training conference, 10-13 Jun 19
- NY Scuba course, 8-13 Sept 19
- International Explosive breaching course, 27-30 Oct 19
- National Fusion center training course, 3-7 Nov 19
- NATIA training course, 12-14 Nov 19

FS: approvals
Tucker not in attendance skipped reporting
Pending reports on:

- Vehicle Extrication course, 3-8 June 19
- Public safety Dive Ops & tech course, June/July 19
- Trench Rescue course, Oct 2018
- Swift water Rescue AWR, re-scheduled 2020

CT: approval
Dwayne Day submitted report on:

- UAV training conference, 28-30 Oct 19

EMS:
Glenn/ Dave submitted reports on:
Still Pending reports on:

- SWAT Medic re-cert Kent EMS, 9-14 June 19 (California)
- SWAT Medic re-cert Kent EMS, 7-18 Oct 19 (California vs CONTOMS)

    - Requirement for recert 2 years
- VA HazMAT training conference, 10-13 Oct 19

DTI:
Claudette submitted report on:
Still Pending reports on:
- Gartner cyber security training conference, 19-25 Oct 19

CCP:
Nikki submitted report on:
Still Pending reports on:
- 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.

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.

- *LE Harvey Velott requests:*
    - LE $13,218.00 to allow 6 DSP Aviation crew members to attend Aviation Survival Escape Training (ASET-2)
    - LE $14,7000.00 to allow 24 negotiators to attend the 2020 Baltimore Negations Conference.
        - *APPROVED Motion by Willie Patrick, Second by Glenn Marshall*
        - *This approval is on hold until the DHSTPWG Meeting scheduled for 16 Dec 2019 approves the release of the FY19 SHSP funding. Harvey Velott was briefed and understands the conditions of this approval.*

- *CT Dwayne Day requests:*
    - CT $9,331.50 to allow 5 DelDOT Drone Piolets to attend the Advanced Tactics course (out-of-state) that will teach procedures for planning precision tactics with a heightened degree of flying confidence.
    - CT $6,000.00 to provide formal training to drone piolets for how to operate in a nighttime environment and meet the necessary training requirements required by the FAA to allow for a nighttime waiver.
    - CT $15,950.00 to allow 10 DelDOT Drone Piolets to attend the Advanced Tactics course in-state.
        - *APPROVED Motion by Harvey Velott, Second by Glenn Marshall*

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

d. Change the next T&E meeting to 8 Jan 2020 as New Year's Day is the 1st Wednesday of January 2020. All committee members agreed to change the next meeting to 8 Jan 2020.
e. T&EPW is currently in progress, working with the counties and other agencies to complete 3-year schedule. Final product should be complete in Jan 2020.

NIMS COORDINATOR UPDATE

Eric Morgan reports:

- Teach new NIMS and ICS Courses as per FEMA Guidance. See Bob Pflaumer if you need to recert for new classes
- CPG 101 Updates FEMA.gov/plan (Handout)
- FEMA Releases Updated guidance for community lifelines FEMA.gov/lifelines (Handout)
- There are no new updates

CERT/CITIZEN CORPS

Nikki Reports:

- Upcoming events:
    - CERT:
        - 6-7 Dec. @ DEMA – CANCELLED

OTHER SUBCOMMITTEE BUSINESS

- None

COMMITTEE MEMBERS

- Discussed de-conflicting school drills: "No Notice Drills" Coordinating with DEMA CSS/ LE

CONCULUSION

- Next meeting will be held on 8 Jan 2020, 8:30am at the Delaware State Fire School in Dover, DE.
- Per Chairman Robert Newnam the meeting is adjourned at 0915 am

Respectfully Submitted,
Justin Puchalsky