

MEETING MINUTES
FARMINGTON HILLS/FARMINGTON EMERGENCY PREPAREDNESS COMMISSION
JULY 02, 2018 – 5:15PM
FARMINGTON HILLS CITY HALL-VIEWPOINT ROOM
31555 W. ELEVEN MILE ROAD
FARMINGTON HILLS MI 48336

CALLED TO ORDER BY: Vice Chair Reynolds at 5:15 PM.

MEMBERS PRESENT: Avie, Biggs, DeFranco, Faine, Sloan, Szymusiak, Tutak, Reynolds, Wecker and York.

MEMBERS ABSENT: Jackson and Ciaramitaro.

OTHERS PRESENT: Moyna, (Alternate), Yuskowatz, (Associate), and Neufeld, (FHFD), Warthman, (FPS), Mike Ciaramitaro, (FHPD), Hopfe, (14 Mile Road) and Tyler, (Lamar).

APPROVAL OF AGENDA – July 02, 2018:

Motion by Avie, support by Faine, to approve the agenda as submitted. Motion carried unanimously.

APPROVAL OF MINUTES – June 04, 2018:

Motion by Avie support by Faine, to approve the minutes as submitted. Motion carried unanimously.

EVENTS, ACTIVITIES, MARKETING AND PROGRAMS:

Founders Festival - July 19-22, 2018

Volunteer coverage at booth confirmed. Call Reynolds @ 248-613-5769 with questions during the hours of operation of booth. Leave a message. Location is the same as last year on Grand River. DeFranco confirmed with Chamber staff that applications for participation in parade and booth have been received and approved. Reynolds has 3 radios for daily giveaway that will be selected from the Do One Thing sign-up sheet. Discussed generally that brochures and flyers would be at the booth for distribution. (about 400 flyers per topic will be printed) One flyer on the Women's Self Defense class in September is ready to print. Tutak working on a flyer about the CERT beginner classes to commence in the fall.

ACTION ITEM: Szymusiak and Tutak will forward flyer template to Reynolds who will determine format style and print. York will obtain various brochures to hand out for parade and booth. Tutak will bring tables and chairs and will park trailer behind booth so everything can be locked up overnight.

Tip of the month discussion and schedule: DeFranco

Volunteer to give the Tip of the Month to the FH City Council on August 13, 2018 was Reynolds but will check and confirm with DeFranco in the next few days.

Website development progress- Reynolds

Reynolds has been working on website content along with Melissa Andrade and it should be live prior to the Founders Festival.

Discussion of t-shirt purchase- Neufeld

Motion by Tutak, support by York to have one shirt for CERT and one shirt for EPC events. Motion carried 9-1 (Faine opposed)

Motion by Avie, support by Tutak, that national logo for CERT shirt to appear on the back of shirt and be dark green in color. Motion carried unanimously. Neufeld will bring samples of polo and tee shirts with embroidery to the next meeting. The logo for EPC is under discussion with the City of Farmington and will move forward once issues resolved. **Motion by Avie, support by Biggs, to have EPC logo embroidered instead of using current patch. Motion carried unanimously.**

CERT program update: Tutak

CERT will have its own budget independent of EPC. Neufeld confirmed a budget of \$2,000 for FY 2018/2019. Tutak proposed purchasing 18 programable radios/2 batteries/18 chargers/earphone and microphone, 10 clipboards (able to

accommodate tablets), lanyards (40) and 2 vinyl banners w/suction cup hooks for the parade entry. Most of the required purchases would be used in preparation for CERT deployment to various disasters.

In preparation for the FF week, the following motions were made:

Motion by Avie, with support by York, to acquire 2 vinyl banners plus suction cups not to exceed \$200. Motion carried unanimously.

Motion by Avie, support by Faine, to acquire 28 lanyards not to exceed \$90. Motion carried unanimously.

Motion by Avie, support by Faine, to acquire 18 programable radios not to exceed \$285. Motion carried unanimously.

Motion by Avie, support by Faine, to acquire 10 clipboards not to exceed \$125. Motion carried unanimously. This motion was subsequently tabled for further investigation.

Estimate of approved items: Up to \$ 400.00.

Tutak inquired of FHPD liaison Ciaramitaro and Neufeld (FHFD) the reason(s) for the prolonged waiting period to receive background checks on members of the public interested in joining the CERT Team. Neufeld responded that it was decided after the original 28 were vetted that it could not be done piecemeal but instead after “so many” have applied a background check would be processed. It was unclear what number of candidates would need to have applied. Tutak offered to do an iChat but that was discouraged. **Motion by Faine, support by Biggs, to table discussion until Tutak and Neufeld can meet during next scheduled CERT meeting. Motion carried unanimously.**

General Activities and Updates – City of Farmington Manager’s Office confirmed Andrew Biggs has been appointed to fill the opening of EPC Commissioner as of 6/6/2018.

MICHIGAN & REGIONAL CITIZENS CORPS COUNCIL ACTIVITIES:

There is a CERT statewide request for volunteers to offer assistance on site to the flood victims in the City of Houghton, MI. Lodging/transportation/allowances not known. Contact Tutak, if interested.

LIAISON REPORTS:

FPS – Warthman

- All Farmington city employees will be trained in STB in August, 2018.

FHFD – Wecker/Neufeld

- **CPR/AED, First Aid and Stop the Bleed** training from 5:30 to 10 PM on July 24, Aug. 16 and Sept. 13, 2018. Open to public and being held at FS #4 on Drake Road. Register at swest@fhgov.com or 248-871-2802.
- **The Farmington Hills Fire Department** recently earned a Class 2 rating from the Insurance Services Office (ISO), joining just six other Fire Departments in the State of Michigan to receive this high ranking. This score also positions Farmington Hills among the top 2% of all Fire Departments nationwide.
- **As authorized by last month’s vote**, Wecker spent the remaining budget funds on 1 choker manikin, 1 realistic AED trainer, 2 packs of adult lungs, 2 packs infant lungs and four 6 roll packs of face shields. The total amount available to spend was \$1,072.00. Wecker offered to allow use of choker manikin at the Founders Festival booth.
- **Continue to promote the purchase of an STB kit** during AED training. Neufeld negotiated a price of \$392 per STB kit for any person, public place or business interested in purchasing in the Greater Farmington area. The STB Coalition is talking with Richard Lerner, FH council member, about getting one STB kit at each school via a grant. This alliance made up of Beaumont Hospital/FHFD/Bystander Response and EPC membership, is raising awareness on how immediate hemorrhage control can save lives and also by promoting legislation to support this cause. Reynolds spoke with the Farmington City Manager last month about joining the Coalition.
- Reynolds and Neufeld traveled to Lansing with Michigan Trauma Services to lobby for legislation on getting mandatory STB training in schools.
- **The first ALICE training** in public schools completed with 400 elementary teachers getting hands on training this past spring. Plans to continue training of high school and middle school teachers in August.

FHPD – Ciaramitaro, Mike

- Michigan Association of Chiefs of Police Accreditation for FH survey was completed.

PUBLIC COMMENT(S):

Hopfe advised all of upcoming senior fit classes which is a free exercise program for people age 55 and over. The location for Farmington/Farmington Hills is at Faith Covenant church on W. 14 Mile Road. Open enrollment begins July 16-27th by calling 248-8588-3952.

Yuskowatz YMCA report-

1. Golf outing to benefit Y to be held July 23rd at Forest Lake CC.
2. The YMCA raised \$133,000.00 exceeding their previous goal. All money raised goes to scholarships for kids' camps, senior memberships and other worthy individuals unable to afford the facilities.

COMMISSIONERS COMMENTS: None

OTHER AGENDA ITEMS AS NEEDED:

Neufeld confirmed use of MPR at FHFHD Station #5 for the September 10th meeting.

Neufeld advised via 7/3/18 email that the budget for EPC for FY 2018/2019 will be \$2,327.00. It was also decided that a running budget number in the minutes will be most useful. Expenditures will be tracked for both EPC and the CERT team.

ADJOURNMENT:

Vice Chair Reynolds adjourned the meeting at 6:35 PM.

Minutes drafted by: Secretary DEFRANCO