

APPROVED

MEETING MINUTES  
FARMINGTON HILLS/FARMINGTON EMERGENCY PREPAREDNESS COMMISSION  
NOVEMBER 04, 2019-5:15 PM  
FARMINGTON HILLS CITY HALL/COMMUNITY ROOM  
31555 W. ELEVEN MILE ROAD  
FARMINGTON HILLS MICHIGAN 48336

CALL TO ORDER BY: Vice Chair Ciaramitaro at 5:15pm

MEMBERS PRESENT: Avie, Biggs, Ciaramitaro, Echols, Szymusiak, Sloan, Tutak, and Wecker.

MEMBERS ABSENT: DeFranco, Hopfe, York, and Faine (Associate)

OTHERS PRESENT: Ken Massey (FH Mayor), Moyna (Alternate), Neufeld (FHFD), Piggott (FHPD), Warthman (FPS), and Yuskowatz (Associate)

APPROVAL OF AGENDA- NOVEMBER 04, 2019 – Motion by Avie, support by Wecker, to approve the agenda as submitted. Motion carried unanimously.

MOTION TO APPROVE MINUTES- OCTOBER 07, 2019 – Yuskowatz commented the YMCA changed lights at the large pool, not the parking lot. Motion by Avie, support by Biggs, to approve meeting minutes as amended. Motion carried unanimously.

BUDGET: City Manager confirmed the EPC budget as \$2325.00, inclusive of the City of Farmington contribution. The CERT budget figure was not available.

Tutak reports Chief Unruh's position is the CERT does not need bylaws as it falls under the EPC bylaws. CERT would operate under standard operating guidelines (SOG). The CERT leadership approved the SOG on 10/16. The SOG will be distributed to the EPC immediately after the meeting for review with follow up at the December meeting. Wecker, having seen the SOG, questioned if the selection process for the 9-member CERT leadership should include EPC approval. Neufeld recommended more EPC education about CERT members and leadership roles. Massey clarified the historical oversight role of the City Council for selection of commissioners or board members as an example for the EPC to oversee and approve CERT leadership.

EVENTS, ACTIVITIES, MARKETING, AND PROGRAMS: General activities and updates:

- Volunteer to give **Tip of the Month** to the FH City Council on November 11, 2019 will be Ciaramitaro. Tip of the Month to the Farmington City Council on November 18, 2019 will be Echols.
- A rewrite is necessary for the December tip, discussion supports focus on holiday safety. Ciaramitaro will start editing and Yuskowatz will look for scripts from past years.
- EPC website – Speaker from Central Services Department of Farmington Hills (IT) – deferred for lack of response from IT representative for 3<sup>rd</sup> month.
- Winter Safety Fair – waiting for Costick Center response for available dates. Also trying to avoid school break and significant community event conflicts.
- Holiday Parade will be December 7, starting 5:30pm. Avie secured commitments for equipment from FHFD and PD, and FPS.
- Wecker reports change to CPR/AED/1<sup>st</sup> Aid/Stop the Bleed training to remove 1<sup>st</sup> Aid, unless they can find a way for it as an option, due to the length of the program and time limitations. Upcoming classes will be 11/14, and 12/12. Breakout group leaders are also welcomed.

- There is a need for volunteer patients for EMT training on 11/16, 12/14, 1/11, and 2/8. Adults and children are welcomed. Contact Dan Wecker.
- There will be an 11/13 Farmington SAFE resource fair at the FH City Hall at 6:30pm.

**MICHIGAN & REGIONAL CITIZENS CORPS COUNCIL ACTIVITIES/COMMUNITY EMERGENCY RESPONSE TEAM:**

- Sufficient interest that EPC will be signing up as an ambassador for Weather-Ready Nation.
- Tutak updated commissioners on the CERT training class which started on September 11<sup>th</sup> – November 02, 2019. Tutak confirmed 9 graduates, 5 joining CERT immediately, 4 deferred until they turn 18-yr. A March-April 2020 class planned and request made to use FHFD Station 5.
- More CERT t-shirts needed after graduation with new class planned.
- Planning a CERT equipment inventory December 16 at the next meeting at FHFD Station 5.
- ICHAT reports back for new CERT members.
- 3 HAM operators will participate in a windshield damage exercise.

**LIAISON REPORTS:**

*FPS – Warthman*

- **CPR/AED** class scheduled for November 14th @ 6:30 PM in Farmington City Council chambers. Contact [JWren@farmgov.com](mailto:JWren@farmgov.com) to register. No charge for Farmington residents.

*FHFD – Neufeld*

- **Operation Resolve (Complex Coordinated Attacks exercise** which took place Oct. 2 & 4) was good 2-day exercise.

*FHPD- Piggott*

- No report

*YMCA-Yuskowatz*

- Total Wellness Fair- Tutak, Ciaramitaro and Yuskowatz attended the October 8<sup>th</sup> fair with an informative exhibit open to those 60 or older. Yuskowatz recommended reinstating a “senior liaison” to coordinate resources for this age group.

**PUBLIC COMMENTS: NONE**

**COMMISSIONER'S COMMENTS: NONE**

**ADJOURNMENT:**

CIARAMITARO adjourned the meeting at 6:20 PM.  
Minutes by acting-Secretary MOYNA