

MEETING MINUTES
FARMINGTON / FARMINGTON HILLS EMERGENCY PREPAREDNESS COMMISSION
APRIL 02, 2022
FARMINGTON HILLS CITY HALL – VIEWPOINT ROOM
31555 W. ELEVEN MILE RD.
FARMINGTON HILLS, MI 48336

CALLED TO ORDER BY: CHAIR AVIE AT 5:00 PM

MEMBERS PRESENT: AVIE, ECHOLS, SCHERTEL, SLOAN, HOPFE, CIARAMITARO, WECKER, SWEENEY, SIEGRIST, NELSON

MEMEBRS ABSENT: YUSKOWATZ (assoc)

OTHERS PRESENT: B. Tyler (CERT), K. Massey (FH City Council), J. Neufeld (FHFD), B. Houhanisin (FPS), S. Sebri (member of the public)

APPROVAL OF AGENDA:

Motion by Ciaramitaro, support by Schertel, to approve the agenda as submitted.
Motion carried unanimously.

APPROVAL OF MINUTES – March 14, 2021

Motion by Schertel, support by Ciaramitaro, to approve the minutes as amended.
Motion carried, Sweeney abstained.

BUDGET ITEMS:

- No change in budget

UNFINISHED BUSINESS:

- Facebook Page – the new administrators have access now. We should establish a policy or guidance on what is posted or re-posted. We should make a comment on the post and make it relevant to the EPC, not just re-post with whatever the original poster said.
- EPC Website – Someone from the City IT Department (Marcy?) said there is a problem with Google Chrome and the City website and the pictures won't post. Need to copy and save the pictures to a desktop prior to uploading. We have access, we are updating the site.
- Inventory of Equipment – Sent Mike over last Monday (March 28, 2022) and he inventoried. The light is not fixed yet, no trash can in the room yet. We need to find the marketing materials for the EPC and inventory those items. We want to market the EPC so we can promote prior to the Founders Festival. A full inventory will occur once we get everything in place. We need new, updated materials to hand out.
- Shirts – need to know tonight the shirt sizes before we can order. Sizes were collected and forwarded to J. Neufeld for ordering.

NEW BUSINESS:

- Founders Festival Preparation (July 14, 15, 16) – R. Avie is running the parade again. Deputy Chief of Farmington would like to use CERT for parade operations (crowd control, traffic

control). CERT members need to be certified by FPS prior to being used. EPC can share a Beaumont Table. We should have a theme for the year for information that we provide. Will get times and A. Echols will establish a sign-up-genius for volunteer hours.

- Established an EPC sub-committee for CERT training – B. Tyler, T. Siegrist, B. Houhanisin, J. Neufeld
- Health Fair – we had talked about doing a health and safety fair in the fall possibly at The Hawk at prior meetings. Beaumont would be a sponsor and participate as a table. We need to pick a date and make arrangements. Echols and Ciamitaro will work on checking availability at The Hawk and picking a date that doesn't conflict with existing programs and events.
- Picture of new EPC members – scheduled tentatively for next meeting
- EPC Materials – we can possibly use QR codes for handouts at the founder's festival to provide digital copies of literature. Some literature may need to be printed due to people not being comfortable with technology. Members will look at literature and make decisions. The City has a program called Remembering When (senior prevention program) and our information handed out should match that program and other programs around the City so we can provide a clear message. We can reach out to FD or Senior Services.
- CERT – members need to set up training with Farmington PD. Can also gather a group of people to set up CPR / First Aid Training. PD will be the lead in training and decisions for the future of the team.

MICHIGAN AND REGIONAL CERT ACTIVITIES:

- B. Tyler is the CERT team representative for now, but doesn't necessarily want to be the leaders of the team.

LIAISON REPORTS:

- FPD (B. Houhanisin) – City has been gearing up to Founders Festival. No major activities to report.
- FHFD (J. Neufeld) – Craig 1300 from NFPA is a good tool to show what is happening in the City. It displays census information and gives a snapshot of the City. Sweeney will try to get a link on the EPC website and on facebook.

PUBLIC COMMENT:

- No public comment

COMMISSIONER COMMENTS:

NEXT MEETING DATE:

It was confirmed that the next meeting date is on Monday, May 2, 2022 in the Viewpoint Room at Farmington Hills City Hall.

ADJOURNMENT:

Chair Avie adjourned the meeting at 5:48 pm

Minutes drafted by Secretary Echols