

APPROVED

MEETING MINUTES
FARMINGTON HILLS/FARMINGTON EMERGENCY PREPAREDNESS COMMISSION
OCTOBER 01 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, DeFranco, Faine, Sloan, Szymusiak, Tutak, Reynolds, Wecker and York.

MEMBERS ABSENT: Ciaramitaro and Biggs

OTHERS PRESENT: Yuskowatz, (Associate), Moyna (Alternate), Warthman, (FPS), and Hopfe (Faith Covenant Church)

APPROVAL OF AGENDA – October 01, 2018:

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

APPROVAL OF MINUTES – September 10, 2018:

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

BUDGET:

EPC budget: \$2,327.00 with no expenditures.

In addition, CERT has a balance of \$1,497.13 after expenditure of \$72.00 for banners.

EVENTS, ACTIVITIES, MARKETING AND PROGRAMS:

General activities and updates:

- FHPD: On 10/27/18 from 10-2 PM will be *Prescription Take Back Day* to drop off medications no longer using, at the police department.
- Tutak attended Preparedness Fair in Pontiac - it wasn't well attended but happy with networking.
- September 17th self-defense class @ Costick Center was successful. 66 registered and 46 attended our first week night class. It was noted by Szymusiak that the demographic was different with younger ages attending. He attributed it to the flyer which was handed out at the Founders Festival. (over 400) DeFranco pointed to the change to a week night instead of a Saturday morning as a contributing factor. \$104 was collected and given to Kids Kicking Cancer. Yuskowatz asked that the committee vote on to whom the donation should be given in the future.
- September 18th participated in Total Wellness Fair at Costick Center. Noted it was better attended than previous years.
- September 30th from 12 noon-4 pm a city-wide open house at both fire and police departments was held and went well.
- On October 15th Farmington City Council will meet to formally approve the formation of Farmington CERT.

Tip of the month discussion and schedule:

Volunteer to give Tip of the Month to the FH City Council on November 8th, 2018 will be Moyna.

Retooling of Tip of the Month content:

Reynolds and Tutak continue to work on November and December Tips to finish off the updates.

Website development progress- Reynolds

Reynolds is unable to do anything further as the city of Farmington has delayed adding content to website because of election responsibilities and other business. If priorities don't change in the next six weeks or so Reynolds will look to Farmington Hills City offices for help in completing.

Discussion of t-shirt purchase- Tutak

No updates available as Neufeld not in attendance.

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

CERT t-shirts: Tutak is waiting on Neufeld to forward an email address of the business we are purchasing from so he can forward logo.

Tutak plans to meet with Warthman and Neufeld and hopefully, the fire and police chiefs on October 16th in the afternoon to discuss integration of CERT within the two communities.

There are 6 new CERT members from Novi waiting for approval. Looking into textcom for inter-communications.

York and Tutak would like to order 2 table covers with EPC logo to use when representing EPC at fairs and public places.

Reynolds requested Tutak to put together *Standard Operating Orders* in the management of the CERT team. Need guidelines that define hierarchy, process and all the things Tutak is doing to make the team operational.

LIAISON REPORTS:

FPS – Warthman

- **CPR** class pushed forward from October 25 to November 8th in Farmington city council chambers. Contact JWren@farmgov.com to register.

FHFD – Wecker

- **CPR/AED, First Aid and Stop the Bleed** training from 5:30 to 10 PM on Oct. 4th, Nov. 13th and Dec 6th, 2018. Open to public and being held at FS #4 on Drake Road. Register at swest@fhgov.com or 248-871-2802.
- **Stop the Bleed** grant proposal rejected from Beaumont Hospital. The PTA was also approached for \$40-50k to purchase the STB kits for all schools. Going to regroup with Councilman Lerner. Plan to train high school staff and probably a Train the Trainer class. High schools include NFH, FHS, Harrison and Mercy. This will take longer to implement since grant funding denied.

FHPD – No representative

PUBLIC COMMENT(S):

Yuskowatz YMCA report- On October 26, hosting a community-wide *trick or treating* event from 6:30 to 8:30 pm on premises and is open to the public.

Hopfe passed out information on *trunk or treat* at Faith Covenant Church on Saturday, October 27 from 3:00-6:00 PM. Games, candy, prizes, hayrides and more. Open to public.

COMMISSIONERS COMMENTS: None

OTHER AGENDA ITEMS AS NEEDED:

Date for Sept, 2019 meeting will be moved to Tuesday, September 3rd @ the same time and place due to Labor Day.

ADJOURNMENT:

Vice Chair Reynolds adjourned the meeting at 6:10 PM.

Minutes drafted by: Secretary DEFRANCO