

**MEETING MINUTES
FARMINGTON HILLS/FARMINGTON EMERGENCY PREPAREDNESS COMMISSION
SEPTEMBER 18, 2017 – 5:15PM
FARMINGTON HILLS CITY HALL-VIEWPOINT ROOM
31555 W. ELEVEN MILE ROAD
FARMINGTON HILLS MI 48336**

CALLED TO ORDER BY Chair Ciaramitaro

MEMBERS PRESENT: Avie, Buszka, Ciaramitaro, DeFranco, Wecker, Massey, Fashbaugh, Sloan, Moyna, Tutak, Szymusiak, Yuskowatz

LIAISONS PRESENT: Neufeld (FHFD), Warthman (FPS)

OTHERS PRESENT: Bill Smith

#	AGENDA ITEM	DISCUSSION SUMMARY/PERTINENT INFO	FORMAL MOTIONS:
2	EVACUATION-SHELTER RTES	Exit room and down stairs to lobby. Exit SOUTH entrance of building. If sheltering required, go to Fire Station #5 or Police Dept./City Hall campus.	
3	APPROVAL OF AGENDA	09/018/17	MOTION BY: Avie SUPPORT BY: Yuskowatz MOTION CARRIED: All
4	APPROVAL OF MINUTES	8/07/17 <i>Typo correction (Ciaramitaro)</i>	MOTION WITH CHANGES: Avie SUPPORT BY: Tutak MOTION CARRIED: All
5	AGENDA ITEM: Events, Actions, Marketing, & Programs	<p>Szymusiak reported the Women's Self Defense class will be held Sat. Sept. 23, 9am-noon at the Costick Center. C.A.R.E. will be the charity of choice to receive donations. David Swartz will be teaching and will be paid a stipend of \$200 made out to DHS Consulting. Ciaramitaro will submit request to City Hall. Announce that photos will be taken.</p> <p>2018 Meeting Room reservation was confirmed in the Viewpoint Room except for 2 dates: 1/8/18 & 9/10/18 unavailable. Neufeld will check with police department (FHFD confirms reservation up to 45 days in advance). Confirmed</p> <p>Reminder: Tutak to give the October <i>Tip of the Month</i>. Ciaramitaro requested volunteers to work w/him on updating Tips. Neufeld & Warthman agreed.</p> <p>Wellness Fair tomorrow at Costick Center-Tutak, Sloan, Yuskowatz and York to staff.</p>	<p><i>Motion to buy receipt book for donations.</i></p> <p>MOTION BY: Avie SUPPORT BY: Yuskowatz MOTION CARRIED: All</p> <p>Volunteers on Sat.: Szymusiaks, Tutak, Sloan, York and Yuskowatz. (6)</p> <p>FHFD to have Open House on Saturday, 9/23 from noon-4 PM. Tutak & York will attend.</p> <p>Joined CERT Training class with Novi as we originally only had 2 registered and they had 8. Now up to 50+ from all over Oakland county.</p> <p>Encourage pictures to be taken @ all EPC events. DeFranco will check about city having photo release.</p>

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6	AGENDA ITEM: MI CITIZEN CORP	At meeting Tutak discussed need for equipment to help deliver fire safety presentations. Training kits run ~ \$5-6,000 for 7-8 extinguishers. Looking to have underwritten. Would like to increase contacts with local businesses towards this end. Ciaramitaro would like to get on Chamber agenda and will contact Mary Martin.	
7	AGENDA ITEM: LIAISON REPORTS	<p>Neufeld FHFD <i>Stop The Bleed</i> program from 9-10 PM on October 19th. (This will replace First Aid). Follows CPR class at 5:30.</p> <p><i>FPS CPR & AED Initiative</i> continues at Harrison HS. Internal Staff to attend <i>train the trainer</i> class 10/18/17. 10th grade targeted class.</p> <p>ALICE training took place at St Fabian's church.</p> <p>Warthman (FPS) reported its under discussion to assign all CERT volunteers city employee status (non-pd) to be eligible for short background check.</p>	Warthman (FPS) continued Hands only CPR class on 10/10/17 in Council Chambers at 7 PM. Pre-register @ jwrenfarmgov.com. Free. Will send Press release to Tutak in am.
8	AGENDA ITEM: PUBLIC COMMENTS	No comment	
9	AGENDA ITEM: COMM. COMMENTS	<p>Tutak announced <i>Do-One-Thing</i> newsletter is now reaching almost 1500 email addresses.</p> <p>Ciaramitaro requests volunteers to work with him and Tutak on updating Bylaws once Template in place.</p> <p><i>Beaumont FH</i> will have Active Shooter exercise with Rescue Task Force (possibly) on Nov. 8th from 8-noon. May need observers. More info to come.</p> <p>Massey announced 4 Town Hall meetings with Mayor coming up.</p> <p>Fire Station #1 on Tues 9/19 from 6-8 PM Fire Station #2 on Wed. 9/20 from 6-8 PM Fire Station #4 on Tues 9/26 from 6-8 PM and; Fire Station #3 on Wed. 9/27/17 from 6-8 PM.</p>	<p>Massey invited all to CARES Project Open House on 10/15/17. Szymusiak suggested dropping off Self Defense donations at this event.</p> <p>Yuskowatz reported YMCA Fall programing started last Monday.</p> <p>Buszka encouraging Mayor's Youth Council members to join CERT program or start Teen CERT.</p>
	ADJOURNMENT		Meeting adjourned at 6:00pm .
	MINUTES PREPARED BY	Joy DeFranco EPC Commissioner 248-661-8737	