

**APPROVED**

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

**CALLED TO ORDER BY:** Chair Ciaramitaro at 5:15 PM.

**MEMBERS PRESENT:** Ciaramitaro, DeFranco, Avie, Reynolds, Sloan, Szymusiak, Tutak, Wecker and York.

**MEMBERS ABSENT:** Jackson, and Faine.

**OTHERS PRESENT:** Tom Rancour (Glenwild Drive), Chief Nebus (FHPD), Mary Ellen Hopfe, (14 Mile Road) and Fashbaugh, Brad, (Ridgebrook Road).

**APPROVAL OF AGENDA – April 02, 2018:**

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

**APPROVAL OF MINUTES – March 05, 2018:**

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

**EVENTS, ACTIVITIES, MARKETING AND PROGRAMS:**

*Founders Festival Team*-The plan is to share a 20'X 20' booth space with Beaumont Farmington Hills. Beaumont is a premier sponsor which includes a booth as part of the package. Staffing was sporadic last year and Ciaramitaro assured that he would have 2 Trauma and/or Stroke staff supporting the booth for all 4 days. Demos would include *Stop The Bleed (STB)* and *Hands Only CPR*. We will need to have a booth location with a power outlet as an industrial fan will be used to entice the public to come in and get cool and Tutak requested street access for a vehicle. Brief discussion on giveaways as another avenue to bringing in people. Reynolds volunteered to take the lead but will be out of town during Founders Festival. (July 20-23). Ciaramitaro will take the lead during that week. FPS has allowed EPC equipment to be locked up at the police station in the past and Tutak will check with FPS (Warthman).

*Tip of the month discussion and schedule:* Ciaramitaro

Thanks to Reynolds who has volunteered to give The Tip of the Month to Farmington City Council on the third Monday of each month for 2018. Tom Rancour has volunteered to give the Tip for FH City Council (4/9/18) for the month of April. Brad Fashbaugh volunteered to give the Tip to FH on May 14<sup>th</sup>. Interest in updating the Tip of the Month source book with Rancour, Reynolds, Fashbaugh volunteering to work with Ciaramitaro to do so.

**ACTION ITEM:** Ciaramitaro will speak with Massey about changing the process of the Tip being generated by his office.

*Discussion of t-shirt purchase-* Ciaramitaro

Motion by Avie, support by Wecker, to buy new polo shirts for those commissioners who do not currently have one. Motion carried unanimously.

**ACTION ITEM:** Commissioners who need a polo shirt should email DeFranco with request and size. Neufeld will check with city for vendors and advise.

*FH Neighborhood Watch 4/25/18 @ 7 PM @ City Hall- Ciaramitaro*

The Chief of Police of Farmington Hills, Charles Nebus. among others will be openly discussing the topic of active shooter via the ALICE training protocol. This is a special event open only to Neighborhood Watch community groups in Farmington Hills. Seating is very limited, and an RSVP is required by April 11<sup>th</sup> to Crime Prevention: [\(248\) 871-2750](tel:2488712750). Event at FH City Hall Council Chambers. ACTION ITEM: York, Tutak and Sloan will be attending and represent EPC.

*Website development progress-Reynolds/Rancour*

Still accepting ideas on content and will begin to further define specifics after confirming with both cities how we should move forward with updating our website. Reynolds will also contact Gillian Pines who is responsible for FH public relations, to ask her assistance in the process. ([gpines@fhgov.com](mailto:gpines@fhgov.com)) Other topics Tutak would like to see on website are a link to the AM radio station 1650 and How to prepare Pets for an Emergency.

*Houses of Worship Emergency Preparedness and Planning Meeting Retrospective-Nebus*

Approximately 80 people attended and EPC added 9 names to the Do-One-Thing contact list. Positive comments given from those that attended. Nebus mentioned an upcoming Interfaith pp presentation which will be 30 minutes in length, to give an overview of ALICE training. If interest continues, department will move towards scheduling training for them.

*2018 Civilian Response to Active Shooter Summit – Nebus/Avie*

Summit to prepare the general public to respond to violence to be postponed until the early Fall season (Sept. or Oct.) as FHPD is pursuing training of local schools, summer events and other related projects. (FHPD does not allow videotaping of their ALICE training as it is not allowed by ALICE Training Institute. Online training is available to anyone for a fee). Avie will work with the Chief and his staff to prepare a program. ACTION ITEM: Avie will contact the Costick Center for availability on a week day evening (7-9 PM suggested by Chief) and will open to no more than 150 participants. Will plan a second one if overwhelming response.

*CERT program update: Tutak*

CERT Team background checks completed with 27 of 28 applicants approved and one pulled. ID cards have been requested. Warthman and Neufeld to address Team on April 16<sup>th</sup>. A STB program scheduled for April 16<sup>th</sup> 2018 as well. *Downed Wire Safety* will be a future topic.

*General Activities and Updates –*

1. Szymusiak agreed to set up another Women's Self Defense session in the fall but it would not be scheduled the same month as the Summit. Ciaramitaro and members supportive of program being continued. Szymusiak noted attendance shrinking and would like to change to a week day evening. It was suggested adding to the content of the self-defense class with a "hot" topic such as human trafficking which may attract more people.

*FYI- (Last class before hiatus Oct. 5, 2015 with 6 participants)*

*Apr. 22, 2017 class had 83 women. (Haven)*

*Sept. 23, 2017 class had 44 women. (CARES)*

*March 3, 2018 class had 43 women. (Kids Kicking Cancer)*

**MICHIGAN & REGIONAL CITIZENS CORPS COUNCIL ACTIVITIES:**

Region VII planning conference April 27 & 28, 2018 @ Camp Grayling. Contact Tutak for info if interested in attending. FEMA rep from Region 5 will be speaking. Conference call on 4/3/18.

**LIAISON REPORTS:**

*FPS - Liaison Absent*

*FHFD – Wecker*

- EPC/FHFD Heartsaver CPR/AED March class had 28 in attendance.
- Mayors Youth Council trained in STB and CPR.
- Paid on-call fire fighters/EMT recruitment and informational meeting on 6/14/18. Electronic copy to be sent to all members.
- The EPC/FHFD will offer AHA Heartsaver Classes including CPR/AED, First Aid and STB from 5:30 to 10 p.m. on April 10, May 22, and June 28, 2018. The classes are open to the public and are held at the FH fire station #4. The fee is \$10 for residents for the class only. To register or questions, contact Sara West at [swest@fhgov.com](mailto:swest@fhgov.com).
- Annual Michigan Active Assailant event in Troy on April 19-20, 2018. Location: Woodside Bible Church. This is an International conference and registration is limited to first responders, hospital providers, and emergency management personnel. For additional information, contact Jim Etzin FHFD EMS coordinator.

*FHPD – Chief Nebus*

- FHPD, a founding member of Oak-Tac (Oakland County Tactical Training Consortium) participated in the March 22<sup>nd</sup> meeting/training. This is a group of law enforcement agencies that receive tactical training and support each other in the event of an emergency. It teaches officers how to respond to active shooter incidents and other tactical situations involving hostages, etc., as quickly and safely as possible.

**PUBLIC COMMENT(S):** None

**COMMISSIONERS COMMENTS:**

Yuskowatz report-

1. YMCA will have the *Healthy Kids Day* on Sat., April 21 from 10-1:00 PM. This annual event is meant to draw attention to the importance of physical activity for children. Free and open to public.
2. Kona Cheesecake Run on April 15<sup>th</sup> begins at the Farmington Hills YMCA. Shuttle parking @ OCC. Cheesecake served after run. Sign up at [konacheesecakerun.com](http://konacheesecakerun.com) to register.
3. Cipriano Classic Run fundraiser is Friday, June 8<sup>th</sup>.

**ADJOURNMENT:**

Chair Ciaramitaro adjourned the meeting at 6:17 pm.

Minutes drafted by: Secretary DEFRANCO