

MEETING MINUTES
FARMINGTON HILLS/FARMINGTON EMERGENCY PREPAREDNESS COMMISSION
NOVEMBER 06, 2017 – 5:15PM
FARMINGTON HILLS CITY HALL-VIEWPOINT ROOM
31555 W. ELEVEN MILE ROAD
FARMINGTON HILLS MI 48336

CALLED TO ORDER BY: Vice Chairman Tutak at 5:15 PM.

MEMBERS PRESENT: Avie, DeFranco, Massey, Sloan, Szymusiak, Tutak, Wecker, York and Yuskowatz.

MEMBERS ABSENT: Faine, Falkowski, Ciaramitaro, Jackson, Murray, Paschke, and Fashbaugh.

LIAISONS PRESENT: Bastianelli (FHPD), Warthman (FPS)

OTHERS PRESENT: Moyna, (Alternate) Doug Reynolds, Mary Ellen Haupt, Brian Tyler and Heather Boman (Crime Prevention)

APPROVAL OF AGENDA – November 06, 2017:

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

APPROVAL OF MINUTES – OCTOBER 02, 2017:

Motion by Avie, support by Moyna, to approve the minutes as submitted. Motion carried unanimously.

EVENTS, ACTIVITIES, MARKETING AND PROGRAMS:

DeFranco announced the updated purchase approval process for utilizing **FH** budgeted funds:

- Lt. Neufeld will act as liaison between EPC and FH City Manager office.
- Forward request/invoice to Neufeld in writing and cc EPC Board. Commissioner to confirm w/payee if a credit card is acceptable form of payment and advise in request. Neufeld will ask for funds in the form of a letter of request to the CM and will advise the EPC board when approval granted and funds available. Every request should include: Name of payee, Contact person, full address, phone number and email address.

Discussion was held on the current FY budget amount for FH (\$2,597.00), the amount used to date (\$1,225.00) and the amount the city of Farmington additionally contributes (\$300) and what process is necessary to receive funds. The City of Farmington will continue its usual practice of paying from an invoice.

UASI Grant from FEMA-Neufeld to compose a brief outline for an email blast and a newspaper release that will explain what the grant is about and how eligible organizations can apply. UASI is a funding opportunity to support target hardening and other physical security enhancements and activities to non-profit organizations that are at high risk of a terrorist attack. May apply for up to \$75,000.00. Massey to forward an email address list of the Farmington Area Interfaith Assn. to DeFranco. They hold lunch meeting 1st Thursday of each month.

HOSA-The national HS student organization that promotes career opportunities in the healthcare industry will hold annual conference 12/01/17. Those interested in volunteering contact DeFranco.

EPC Sponsored CPR & AED Classes and CPR in Schools (Wecker)

1. *Registration fee increase*-AHA has raised the cost of wallet cards for proof of certification so FH will now charge: Residents requesting card- \$30.00; Non-resident requesting card- \$50.00. If no need for card- \$10 for resident and \$20 for non-residents. Effective 11/01/17.
2. *Stop the Bleed* replaced First Aid training and met with success.
3. *Mercy HS* continues instruction of 10 teachers to prepare to provide training to sophomore classes.
4. *Lunch & Learn @ noon 11/9/17* for city employees & held in Council Chambers.

Women's Self Defense Class - Szymusiak

- Confirmed for March 3, 2018 @ Costick Center with DHS Consulting w/honorarium of \$200.

- Will forward a draft of a Hold Harmless clause to our Mayor for city attorney to review.
- Kids Kicking Cancer will be the designated charity for this class.
- The honorarium will be covered by the city of Farmington budget.

General Activities and Updates – Tutak

1. Water Pipe burst/boil water alert action involved 9 CERT volunteers and 43.2 hours. (For a FEMA value of \$1,000.00) passing out water to community from the Costick Center. Future recommendations include to better distribute volunteer staffing & to have info on 1650 AM. FHFD is responsible to put this information on air.
2. Dine Out in downtown Farmington all next week. (Avie)
3. 12/2/17 Light Up the Grand Parade starting at 6 PM. 25-30 floats. (Avie)
4. Holiday Lights Ceremony @ 6:30 PM @ FH City Hall campus on 12/5/17.

Spring 2018 Summit – Avie

Discussed potential Active Shooter videos to use. Has asked that Warthman, Bastianelli, Ciaramitaro, Neufeld and Tutak get together and discuss specifics in the following few weeks. Need to locate a venue to hold 100-150 people. (Council Chambers hold 150 as does OCC).

The subjects covered may include aspects of awareness, prevention and individual response and would last 1-2 hours.

MICHIGAN & REGIONAL CITIZENS CORPS COUNCIL ACTIVITIES:

Next meeting 11/15/17. Region VII planning conference last week April @ Camp Grayling including a CERT “Train the Trainer”.

LIAISON REPORTS:

FPS-Warthman

- First CPR class had 6 students. Majority want a wallet card certifying attendance.
- Next class January/February 2018.
- Milo Range simulation training month of October.

FHFD – Wecker

- “Training Burn” exercise situations on 2 houses on 8 Mile east of Halsted starting @ 6 PM 11/08/17. Advise Neufeld if you would like to observe.
- Tutak asked if, in the future, his CERT classes could use as search and rescue exercise prior to burn. Wecker noted concerns with overall safety but will pass along.
- Fire Safety Assembly filmed in FH schools now on You Tube. Also suggested put link on website.

FHPD - Bastianelli

- Active shooter drill Wed. from 8-12 with Beaumont Hospital Rescue Task Force. ER providers allowed to enter & help injured parties once police respond & try to stabilize before transport.
- Neighborhood Watch 11/29/17 @ 7 PM. City Council chambers.
- Heather/Monica staff community outreach/new programs such as Youth Career Days.

PUBLIC COMMENT(S):

Doug Reynolds-Interested in representing Farmington as a Commissioner. Warthman willing to sponsor. Asked to apply in writing to Mayor of Farmington. Reynolds has donated 120 tourniquets to the EPC CPR and AED classes. He is starting a non-profit to supply emergency supplies to local responders.

COMMISSIONERS COMMENTS: None

OTHER AGENDA ITEMS AS NEEDED: None

ADJOURNMENT:

Vice Chairman Tutak adjourned the meeting at 6:35 pm

Minutes drafted by: Secretary DEFRANCO