

APPROVED MEETING MINUTES  
FARMINGTON / FARMINGTON HILLS EMERGENCY PREPAREDNESS COMMISSION  
NOVEMBER 4, 2024  
FARMINGTON HILLS CITY HALL – COMMUNITY ROOM  
31555 W. 11 MILE RD.  
FARMINGTON HILLS, MI 48336

**CALLED TO ORDER BY:** CHAIR WECKER AT 5:00PM

**MEMBERS PRESENT:** SWEENEY, IGWE, SIEGRIST, SCHERTEL, WILLIAMS, WECKER, SLOAN, ECHOLS, CIARAMITARO, THOMAS, HOPFE, AVIE

**MEMBERS ABSENT:** FORSHEE,

**OTHERS PRESENT:** Friess (FPS), Piggot (FHPD), Pankow (FHFD), Aldred (FH City Council) Yuskowatz (YMCA)

**CITIZENS PRESENT:** (none)

**APPROVAL OF AGENDA:**

Motion by Sweeney, support by Siegrist, to approve the agenda as submitted.  
Motion carried unanimously.

**APPROVAL OF MINUTES:**

Motion by Schertel, support by Siegrist, to approve August 5, 2024 meeting minutes as submitted. Motion carried unanimously.

**BUDGET ITEMS:**

- Have not spent anything in this budget cycle

**UNFINISHED BUSINESS:**

- FD is taking the lead on the heart safe city initiative. Just had a meeting to coordinate with the governing agency and city leadership as associated. EPC is part of the plan for classes and outreach but we are not leading the effort

**NEW BUSINESS:**

- Tip of the month scheduling – Do we want to continue with the sign-up genius scheduling or just volunteer for meetings? There are good and bad with both options. We will use sign up genius to schedule tip of the month and also for events – will try to give 2 months for events.
- Tim Siegrist and Ann Echols are resigning the EPC effective at the end of the year so there will be openings on the commission.

- Staffing for outreach events – City of Farmington had their 200<sup>th</sup> year anniversary and we missed some opportunities for spreading EPC information. EPC should have a staffed or unstaffed booth at events throughout both cities – no one brought any dates or activities forward during the meetings this year. We need to have information and dates ahead of time so that we ensure staffing. If someone brings forth an event or activity, they need to take lead on that event or activity. There used to be summer events at Longacre House for the City of Farmington. Can we get a list of events so we can decide if we want to staff the event? We should reach out to the chamber to see if there are events and contact the Farmington Schools PTA’s. We should set up a community outreach and messaging group to focus and coordinate our message.
- EPC secretary email setup for ease of transferring information when people change positions. The new email is [fandfhepcsecretary@gmail.com](mailto:fandfhepcsecretary@gmail.com). Echols will pass on the email password and information to the new secretary.
- Nominations for chair, vice chair, secretary: Avie nominates Sweeney for Chair – Sweeney accepts. Ciaramitaro nominates Wecker for Chair – Wecker declines. Sweeney nominates Avie for Vice Chair – Avie accepts. Avie nominates Schertel for Secretary – Schertel declines. Avie nominates Williams – Williams declines. Schertel nominates Thomas for Secretary – Thomas declines. Mike Sweeney is the only nominee for Chair, Roger Avie is the only nominee for Vice Chair. There is no nomination for Secretary.
- Set 2025 meeting dates: January 6, March 3, May 5, June 2, July 7, September 8, November 3

**COMMITTEE REPORTS:** (none)

**LIAISON REPORTS:**

- **Aldred (FH City Council)** – it is important that we stick to the EPC mission, which is communication. We need to figure out how we get the communication out, what is out domain / what is not, and what is the most effective way to get our information out to the public. Our highest priority is to get the website updated with the proper information.
- **Yuskowatz (YMCA)** – successful trunk or treat. Had a fundraising calling campaign and raised a lot of money.
- **Friess (FPD)** – Light up the Grand December 7 at 530

**PUBLIC COMMENT:** None

**COMMISSIONER COMMENTS:**

- **Sweeney** – brought in a car emergency kit for an example display

**NEXT MEETING DATE:**

It was confirmed that the next meeting date is on Monday, January 6, 2025 in the Community Room.

**ADJOURNMENT:**

Chair Wecker adjourned the meeting at 6:15 pm.

*Minutes taken by Secretary Echols*