

APPROVED

MEETING MINUTES
FARMINGTON HILLS/FARMINGTON EMERGENCY PREPAREDNESS COMMISSION
AUGUST 05, 2019-5:15 PM
FARMINGTON HILLS CITY HALL/COMMUNITY ROOM
31555 W. ELEVEN MILE ROAD
FARMINGTON HILLS MICHIGAN 48336

CALL TO ORDER BY: Vice Chair Ciaramitaro at 5:15pm

MEMBERS PRESENT: Avie, Biggs, Ciaramitaro, DeFranco, Hopfe, Szymusiak, Sloan, Tutak, Wecker and York.

MEMBERS ABSENT: None

OTHERS PRESENT: Yuskowatz and Faine, (Associates), Moyna (Alternate), Neufeld (FHFD) and Shabir Sabri (Kendalwood Apartments-12 Mile Rd.).

APPROVAL OF AGENDA- AUGUST 05, 2019

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

MOTION TO APPROVE MINUTES- JULY 01, 2019 Motion to approve as amended by DeFranco with support by Avie. Date typo corrected. Motion carried unanimously.

BUDGET: After discussion about the running budget for the fiscal year it was determined that going forward, the *Chair and/or Vice Chair will confirm the amount approved, receipts will be reconciled and corrected back to the budget by Secretary and balance will be captured in the meeting minutes.* **Motion made by Avie, and supported by Wecker, to adopt this as the new policy. Motion Carried unanimously.** Budget numbers for the current fiscal year have not been announced. Neufeld will report back at the next meeting.

EVENTS, ACTIVITIES, MARKETING, AND PROGRAMS: General activities and updates:

- Interim election was held to elect new Chair to replace Reynolds who resigned, effective immediately. The floor was opened for the commissioners to recommend candidates and Ciaramitaro was nominated to accept the role of interim Chair until the elections in March of 2020. Wecker nominated himself to take the position of Vice Chair with the understanding that he would serve as Chair next year. Avie and Biggs seconded nominations. A voice vote was taken and a unanimous consensus was reached.
- Volunteer to give Tip of the Month to the FH City Council on August 12, 2019 will be Irwin Moyna. Tip of the Month to the F City Council on August 19, 2019 will be Irwin Moyna.
- Reviewed our participation in this year's Founders Festival (FF) July 19-21, 2019. Beaumont Hospital Farmington wants to continue getting more involved with next year's FF. Concerns from many over the weather events and how chaotic the response to closing down booths seemed to be from many of the vendors. ***Recommendation to parade company to include the CERT Team in future events.*** Volunteer coverage was good. Giveaways were good although only 1/3 of thermal blankets were given out-apparently the box was misplaced for a portion of the festival. Wecker asked that the 150+ be given out at the Fire Department open house in September. About 200 generic postcards with no dates, remain and will be used at outreach events. Tutak mentioned that we may want to put together a Spinning Wheel like Beaumont had at their booth. It was quite the draw.

- EPC website update: With the departure of Reynolds, Ciaramitaro to take the lead. After discussion about the lack of IT knowledge of the Commissioners, *Wecker made a motion to invite the Farmington Hills IT person (Kelly Monico or her designee) to our next meeting to hear what we need and how the City of Farmington Hills could support us. Avie supported the motion. Motion Carried unanimously.*
- Safety Fair-will have to be rescheduled for winter. Ciaramitaro will check with the Safety Division of Beaumont about their plans for a safety fair in the future.

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

Tutak reported the next CERT training class will start on September 11th – November 02, 2019. Class will be in conjunction with Novi CERT. 20 people from Farmington Hills are interested in registering. Tutak to confirm with each one in the next couple of weeks. To be held @ Novi Police & Fire Station #4. FEMA no longer provides a manual to each attendee so Tutak would like to purchase and provide to each at no cost. (\$16.00 per manual). Novi will be providing to their attendees. After a series of discussions about ways to provide without purchasing, *a motion was made by Avie to table until the next meeting so Tutak can explore options. Wecker supported the motion. Motion carried unanimously.*

- Equipment needed includes 2 Bullhorns. *Motion by Avie with support by Biggs to authorize up to \$125.00 for the purchase of bullhorns. Motion carried unanimously.*
- Followed up regarding the purchase of generator and other supplies approved in June meeting. Since budget for the year has not been confirmed *a motion was made by Avie, with support by Wecker, to table the discussion. Also require to separate each equipment/supply request in the future. Motion carried unanimously.*
- *10 CERT members volunteered during the FF.*
- *Active Shooter exercise @ Dearborn campus on August 8th.*
- *CERT annual exercise in Rochester, MI has 5 of our CERT members participating.*

LIAISON REPORTS:

FPS – No representation this month.

FHFD – Neufeld

- **Complex Coordinated Attacks exercise** happening Oct. 2 and 4, 2019.
- September 22nd is the city-wide open house from 12 noon to 4 PM.

FHPD- No representative

YMCA – Yuskowatz- Front parking lot closed for resurfacing for 2 days. Camp Reilly at Forest Hills Elementary School is coming up. Excellent opportunity to have camp experiences that allow the child to learn and develop skills.

PUBLIC COMMENTS: Shabir Sabri stopped in to learn about city committees. He had a complaint that he had checked the calendar on the city of Farmington Hills website which indicated an 8:00 AM start time. The meeting was at 5:15 PM. Ciaramitaro will notify city of the error.

COMMISSIONER'S COMMENTS: None

ADJOURNMENT:

CIARAMITARO adjourned the meeting at 6:17 PM.
Minutes by Secretary DEFRANCO