

APPROVED

MEETING MINUTES
FARMINGTON HILLS/FARMINGTON EMERGENCY PREPAREDNESS COMMISSION
SEPTEMBER 03, 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, Ciaramitaro, DeFranco, Hopfe, Szymusiak, Sloan, Tutak and York.

MEMBERS ABSENT: Biggs and Wecker.

OTHERS PRESENT: Faine, (Associate), Moyna (Alternate), Neufeld (FHFD) and Commander John Piggott. (FHPD)

APPROVAL OF AGENDA- SEPTEMBER 03, 2019 - Motion by Avie, support by Szymusiak, to approve the agenda as submitted. Motion carried unanimously.

MOTION TO APPROVE MINUTES- AUGUST 05, 2019 – Motion by Avie, with support by Tutak to approve meeting minutes as submitted. Motion carried unanimously.

BUDGET: Ciaramitaro is still awaiting the budget numbers from the cities so tabled until next month.

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

- Volunteer to give **Tip of the Month** to the FH City Council on September 09, 2019 will be Moyna. Tip of the Month to the F City Council on September 16, 2019 will be Moyna.
- **2020 Meeting Dates:** The following dates & rooms from 5:00 PM to 6:30 PM have been confirmed:
Community Room: January 6, February 3, March 2, April 6, June 1, October 5 and December 7.
Viewpoint Room: May 4, July 13, August 3, September 14 and November 2, 2020.

Ciaramitaro advised that Bylaws indicate we are obligated to meet a minimum of 8 months out of twelve. We may consider skipping a meeting especially if it falls close to a national holiday. *Motion by Szymusiak, with support by Moyna, to determine on a month by month basis the necessity of holding a meeting. Motion carried unanimously.*

- **Safety Fair**-will be rescheduled for winter. Ciaramitaro has made preliminary contact with Costick Center about dates in February and/or March, 2020. Depending on which date is selected, DeFranco, Hopfe, Moyna and Avie volunteered to work with Ciaramitaro. Also looking to pull in a sponsor such as Beaumont. Topics should include such ideas as *911 Station, AED/CPR, Wounds/Broken Bones/STB, Cyber Security* (invite David Sheehan or current IT Director @ Beaumont to speak), *Home Preparedness, and Unpacking a 72 Hour Kit.*
- EPC website update: Ciaramitaro spoke with Kelly Monico who will drop into the next meeting to discuss how the city of Farmington Hills can set up our website but with some reductions in the content.

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

Michigan Citizens Corps has been low-key this summer.

Damage Assessment class available to all CERT members on Saturday, September 7th.

Tutak discussed CERT training class starting on September 11th – November 02, 2019. (joining with Novi CERT). Tutak confirmed 11 people from Farmington Hills are registering. To be held @ Novi Police & Fire Station #4. FEMA may provide a manual to each attendee so Tutak would like to purchase a few and provide to @ least four registrants at no cost. (\$16.00 per manual). Szymusiak had concerns with the inconsistency of offering a free manual to some and not to others. Ciaramitaro believed that volunteers for this training should be expected to underwrite some of the cost of materials since there is no obligation to join the CERT team. Other options discussed included forming a lending library, having volunteer bring tablet/iPad to class (free download), or following the lead of other cities who are providing at no cost. *Motion by Avie, with support by Tutak, to buy 4 manuals to start a lending library. The cost of purchasing would not exceed \$65. Motion carried unanimously.*

- Followed up equipment requests from June including 3 lithium batteries - *Motion by Avie, with support by York, to approve up to \$90 to purchase. Motion carried unanimously.*
- 6 plastic containers for supplies - *Motion by Avie, with support by York, to approve up to \$60 to purchase. Motion carried unanimously.*
- 3 chargers for batteries - *Motion by Avie, with support by Moyna, to approve up to \$ 110.00 to purchase. Motion carried unanimously*

LIAISON REPORTS:

FPS – No representation this month.

FHFD – Neufeld

- All CERT equipment purchases have been put on hold until budget for CERT confirmed and logistic meeting completed on 9-12-19 between the CERT team, the Fire Chief and Neufeld establishing a structure and process.
- **Complex Coordinated Attacks exercise** happening Oct. 2 and 4, 2019.
- September 22nd is the city-wide open house from 12 noon to 4 PM. EPC and CERT have a table.

FHPD- Piggott

- Cautioned everyone to lock their cars and not to leave valuables in view.

PUBLIC COMMENTS: NONE

COMMISSIONER'S COMMENTS:

Hopfe advised of seminar at Brightmoor on Saturday September 7th on *Security in Houses of Worship* Seminar given by the Novi Police Department. Contact Hopfe if interested.

At the last Farmington City Council meeting Moyna announced that the EPC had Farmington Commissioner openings and asked for interested applicants to contact the city clerk.

ADJOURNMENT:

CIARAMITARO adjourned the meeting at 6:15 PM.
Minutes by Secretary DEFRANCO