

**MEETING MINUTES
FARMINGTON HILLS/FARMINGTON
EMERGENCY PREPAREDNESS COMMISSION
APRIL 03 2017 – 5:15PM
FARMINGTON HILLS CITY HALL-VIEWPOINT ROOM
31655 W. ELEVEN MILE ROAD
FARMINGTON HILLS MI 48336**

CALLED TO ORDER BY Chair Ciaramitaro 5:15pm

MEMBERS PRESENT: Avie, DeFranco, Faine, Falkowski, Ciaramitaro, Jackson, Mintz, Moyna, Sloan, Fashbaugh, Szymusiak, Tutak, Wecker and York.

LIAISONS PRESENT: Neufeld

OTHERS PRESENT: Mary Ellen Hopfe, RN, MS, FCN

#	AGENDA ITEM	DISCUSSION SUMMARY/PERTINENT INFO	FORMAL MOTIONS:
2	EVACUATION-SHELTER RTES	Evacuation by exiting room, down stairs to lobby, exit building and go to Fire Station #5 or Police Dept. lobby on City Hall campus.	
3	APPROVAL OF AGENDA	04-03-17 Header changed from Police Department to City Hall.	MOTION BY: AVIE SUPPORT BY: FAINE TO APPROVE AS AMENDED MOTION CARRIED: ALL
4	APPROVAL OF MINUTES	03-06-17	MOTION BY: AVIE SUPPORT BY: FAINE TO APPROVE AS SUBMITTED MOTION CARRIED: ALL
5	AGENDA ITEM: EVENTS, ACT., MARKETING & PROGRAMS	<u>Election of 2017 slate of officers</u> Request from group to retain DeFranco and Tutak for another 12-month period after noting that there are no term limits for offices. Request from Jackson for an interested commissioner to assume Chair position. Ciaramitaro volunteered and was nominated. There were no other individuals interested. Motion to confirm the following officers for 2017 <ul style="list-style-type: none"> • Nomination for Chair: Ciaramitaro • Nomination for Vice Chair: Tutak • Nomination for Secretary: DeFranco The meeting was turned over to new Chair. DeFranco reviewed term expirations of all commissioners . She noted that the 2 Farmington commissioners have not attended in 2 years and both terms have expired. Avie will consult with Director of Chamber and Tutak will seek council from the Farmington Mayer or City Manager about potential replacements.	MOTION BY: AVIE SUPPORT BY: FAINE MOTION CARRIED: ALL DeFranco announced that the Finance Director of the City of FH has requested we freeze our EPC FY 2017/2018 budget to the FY 2016/2017 level of \$2,597. MOTION BY: WECKER SUPPORT BY: FAINE MOTION CARRIED: ALL York announced he will confirm what our budget level from the city of Farmington

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		<p>Update of Contact information for all Commissioners was requested-no changes noted. 2nd Nature Self Defense to lead the Women's Self Defense Class. Scheduled Saturday, April 22, 2017 at the Costick Center between 9-11:45 am. Tutak reported that 74 women have registered. Szymusiak encouraged all to extend invitation to friends and family.</p> <p>Wecker noted announcement about 1650 AM Emergency Advisory Radio station in the Do-One-Thing newsletter and suggested EPC publicize further by handing out refrigerator magnets to community during events we participate in. Tutak has sources on cost of promotional magnets and will bring to the next meeting. Most of 2016 budget monies intact and could be used for this.</p> <p>Faine suggested posting at Farmer's Market; Avie suggested raffling off a Go Bag with a hand crank radio as the prize.</p> <p>DeFranco to contact FH City Hall to find out budget that remains for this FY. (\$1,599.15)</p> <p>Wecker: FHFD continuing AED drills in majority of public schools. Training tonight at Sorrows for ushers and Faith Covenant church had session in January with more classes planned. Tutak requested to be an instructor for future public CPR classes and Ciaramitaro volunteered as well.</p> <p>Avie second in command of FF Parade/Festival in July. Looking for volunteers for fireworks night. EPC plans to have vehicle in parade again. DeFranco to submit application. York to handle getting car. Expecting 10,000 people. We can pass out candy if walking but no throwing. Ciaramitaro will talk with boy scout troop to volunteer for this. Could also do CPR demo/Stop The Bleed demo and Stroke team in a special event set-up or at a booth in a good location.</p>	<p>will be for FY 2017/2018.</p> <p>Do-One-Thing newsletter distributed to 1293 names in last month's distribution. (21 new names)</p> <p>N. Watch meeting on March 7th well attended.</p> <p>Presentation to F City Council for CERT on March 6th was well accepted. Currently don't know status but has sent info to lawyers from both cities.</p> <p>Tutak attended Table Top POD Exercise 3/9/17. Health Department suggesting 2 distribution sites.</p> <p>HAM Radio Station: 6 operators to date. Will have testing 4/12/17 as a weather-related event.</p> <p>Wecker: Basic Disaster Life Support online educational course followed by one day of training suggested for all commissioners. Fee may be involved. Region 2 North – Ciaramitaro to get dates. Region 7 in Grayling always has openings, and pay for course and lodging. Ciaramitaro to get more info and discuss next month. Community Disaster LS also available.</p> <p>FHFD will not be renting a booth this year so EPC needs to consider merit of having a booth independently. Wecker suggested we put together an event instead. To discuss next month.</p>
6	AGENDA ITEM: MI&REG	<p>Tutak – Building Resilient Communities 3-day class to take place in Chicago. Tutak participating in panel on day 3 and suggested we could use some of budget to fund someone to attend. After discussion, it was agreed that a city representative may be most appropriate but the city should fund, not the EPC. Tutak to suggest to Mayor Massey.</p>	<p><i>Homeland Security Conference</i> - will not have a booth this year as MI State Police no longer supporting.</p> <p>Wayne County sponsored 2 Hazmat Awareness classes for CERT training last month.</p> <p>Oakland County- crime scene investigation class on April 19th. Other upcoming topics in Oakland Cty are bomb threats, GPS and HAM radio wide area searches.</p>

