

**MEETING MINUTES EMERGENCY PREPAREDNESS COMMISSION
CITY OF FARMINGTON HILL
DECEMBER 07, 2015 – 5:15PM
FARMINGTON HILLS CITY HALL-COMMUNITY ROOM
31555 W. ELEVEN MILE ROAD
FARMINGTON HILLS MI 48336**

CALLED TO ORDER BY KERRY JACKSON

MEMBERS PRESENT: Jackson, Tutak, DeFranco, Sloan, York, Sweeney, Szymusiak, Wecker, Avie, Marashai, Buszka, Falkowski, Faine, Fleming, Mintz and Massey.

LIAISONS PRESENT: Bastianelli, Yuskowatz and Neufeld

OTHERS PRESENT: Alschul, Fashbaugh, and Moyna

#	AGENDA ITEM	DISCUSSION SUMMARY/PERTINENT INFO	FORMAL MOTIONS:
2	EVACUATION AND SHELTER ROUTES	In event of evacuation go outside, cross over to Police department and congregate in lobby located to the West of City Hall.	
3	APPROVAL OF AGENDA	12/07/2015	MOTION BY: Avie SUPPORT BY: Massey MOTION CARRIED: ALL
4	APPROVAL OF MINUTES	11/02/2015	MOTION BY: Avie SUPPORT BY : Wecker TO APPROVE THE MINUTES AS SUBMITTED MOTION CARRIED: ALL
	FILLING COMMISSIONER VACANCY	Falkowski has sent a letter of interest to the Mayor for his approval. When approved, he will be placed on the 12/14/15 City Council Agenda for appointment. Yuskowatz is still a member representing the YMCA.	
5	<u>EVENTS, ACT. MRKT & PROGRAMS</u>	<ul style="list-style-type: none"> • Group photo taken to update the <i>Emergency Preparedness Handbook</i> photo. • DeFranco will be absent from Jan & Feb meetings. Yuskowatz will take meeting minutes during her absence. • Thank you letter from Inspector Barnes, FHFDD to Tutak and associates for their participation in the Open House. • Free 2 hour Training for People w/ Disabilities to develop an emergency plan. Additionally, Free Training for First Responders in an Emergency or Disaster will be done at location you specify. It was agreed that Tutak will explore and contact the project director to sponsor at Costick Center. • Presentation to deaf community was well received. • Disaster Preparedness classes to begin Feb. 3-March 9 from 6:30-9:00 PM. 	

#	AGENDA ITEM	DISCUSSION SUMMARY/PERTINENT INFO	FORMAL MOTIONS:
		<ul style="list-style-type: none"> • Skywarn @ Costick Center on April 7, 2016. • CPR/AED class this Thursday, December 10th from 5:30-9:00 PM. 248-871-2802 • Guide to Citizen Preparedness and how to prepare our families to respond. Free lunch at Costick March 14, 2016. 9:30-noon. • Jackson questioned if home storage of the DVD Library he acquired in Sept. was the most appropriate location for them. The variety of Emergency Preparedness topics should be easily available to the Commissioners and the public. Massey explained that in the past both IT and the City Manager were not agreeable to having the visitor go off website to view as unable to control links. He suggested SWOCC could help with setting up YouTubes. Kerry directed to contact SWOCC on Demand about this. Dave Teitmeyer would be able to answer questions about having materials on fhgov.com. The FH Library also has a repository that would allow DVDs to be checked out but not considered circulating materials. Mintz volunteered to help move materials to the library. 	<p>MOTION BY: Wecker SUPPORT BY: Aschal</p> <p>MOTION CARRIED: ALL</p>
6	AGENDA ITEM: MI & REG CCCEP	<p>ACERT (Advanced) do1thing is an action program designed to empower people to protect themselves and families in a disaster. One day event with live presentations/hand-out materials. Wayne County Comm. College Downriver campus hosting basic Disaster life support course.</p> <p>Region 2 Citizen Corp Conference. If interested, contact Tutak for registration.</p>	

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7	LIAISON REPORTS: FPS-No Liaison FHFD-Neufeld FHPD- Bastianelli	<p>The department’s Fall Assembly Program, which sends department representatives into Farmington elementary schools, is completed. They reached about 6,000 students.</p> <p>Fire drill completed successfully at City Hall recently. FH firefighters recently teamed up for coordinated training w/ Keford Towing Company to prepare for large vehicle accidents. The story was written up in the Farmington Observer Dec. 4th.</p> <p>FH Police & Fire Departments Franklin and FPS have partnered with Target in “Heroes and Helpers” Holiday Shopping Event early Sunday morning, Dec. 13th. This allows local youth to have a holiday experience and bond with local law enforcement. In addition to Target’s donation, the Benevolent Fund is donating \$3500.00.</p> <p>Renovations to basement including locker room completed.</p> <p>Impressive record of SAVES as both departments continue to train staff and work as a team. Police on avg. respond to a call in under 2 minutes and Fire avg response 4-6 minutes.</p> <p>FHPD welcomed 2 new police offers.</p>	
9	PUBLIC COMMENT(S)	NONE	
10	COMMISSIONERS’ COMMENTS	<ul style="list-style-type: none"> • 5 Commissioners will participate at the HOSA Region 8 Leadership Conference on Dec. 12th. (Tutak, DeFranco, Wecker, York, and Sloan) EPS will also have a table to pass out materials. • Sweeney has spoken to the Duncans who are ready to take a break on the Self Defense classes held twice a year. 1500+ women have been trained in nine years. • Wecker is in receipt of the mannequins approved at the Nov. mtg. Aschul has offered to donate 2 additional sets of mannequins to EPC and it was accepted. All items to be stored at Station 4 with the rest of the EPC materials. • Avie reported the Light Up the Grand holiday parade was very successful with 37 floats and over 2,000 attending. He suggested EPC getting a float next year. 	

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11.	OTHER	<ul style="list-style-type: none"> • Aschul still has a large inventory of <i>Child Safety Kits</i> that include DNA swabs & fingerprinting. He suggested EPC use this inventory to sponsor a program. • Aschul also presented a <i>Safer Lock kit</i> to be marketed to adults taking dangerous or addicting prescription drugs to prevent abuse by young people. EPC could work with a distributor to sell (\$20) and make a small profit. 	
12	ADJOURNMENT	Meeting minutes prepared by Joy DeFranco Secretary EPC	Meeting adjourned at 6:30 PM.