

MEETING MINUTES
Emergency Preparedness Commission
January 5, 2026 – 5:00 PM
Farmington Hills City Hall – Community Room
31555 W. 11 MILE RD.
Farmington Hills, MI 48336
248-473-1800 www.fhgov.com

MEETING CALLED TO ORDER: Chair Sweeney called the meeting to order at 5:00 PM.

MEMBERS PRESENT: Avie, Card, Ciaramitaro, Dilts, Dixon, Forshee, Hopfe, Igwe, Sloan, Sweeney, and Thomas.

MEMBERS ABSENT: Schertel and Tyler.

OTHERS PRESENT: Aldred (FH City Council), Piggott (FHPD), and Wren (FPS).

OTHERS ABSENT: Pankow (FHFD).

CITIZENS PRESENT: Ms. C. Williams.

APPROVAL OF AGENDA: Motion by Thomas to approve the agenda as submitted, seconded by Hopfe. Motion passed unanimously by voice vote.

APPROVAL OF MEETING MINUTES: Motion by Thomas to approve the November 3, 2025, meeting minutes as submitted, seconded by Igwe. Motion passed unanimously by voice vote.

2026 OFFICER ELECTIONS

- Avie nominated Sweeney for Chair. Sweeney accepted the nomination. There were no other nominations. Unanimous approval by voice vote.
- Sweeney nominated Avie for Vice Chair. Avie accepted the nomination. There were no other nominations. Unanimous approval by voice vote.
- Sweeney nominated Card for the Secretary position. Card accepted. There were no other nominations. Unanimous approval by voice vote.

BUDGET REPORT

- No updates on the 2026 budget.

UNFINISHED BUSINESS

- None.

NEW BUSINESS

- Recap of the Veterans Resource Fair on November 14, 2025, at the Costick Center. The Fair was well attended, and the EPC distributed over 600 preparedness guides provided by the Michigan State Police, as well as other emergency preparedness materials. The Fair organizers stated that they want the EPC to attend the 2026 Fair.
- The EPC supported the holiday event in downtown Farmington, which went well.
- The Michigan State Police have provided 500 preparedness guides to restock those distributed at the Veterans Resource Fair.
- Ms. Cassie Williams spoke to the EPC. The Farmington Steam Academy recently won a grant to give away 80 smoke detectors and 80 carbon monoxide detectors. They would like someone to provide training for the recipients of the detectors. Chair Sweeney stated that the EPC will support the distribution of the detectors, but will contact Lt. Pankow and Cmdr. Wren to see if the FHFDD wants to take the lead on providing training.
- Commissioner Tyler is stepping down as an active member and will be an alternate. Commissioner Dixon will become an active member.

LIAISON REPORTS

- Council Member Aldred said the City Council's annual goal-setting session is upcoming and encouraged commissioners to provide any input for consideration by the council to him.
- Chief Piggot informed the commission that a Citizens Police Academy will be starting on January 14th and will go through March; any commissioner interested in signing up should contact the police department. The Chief also stated the city is currently recruiting/hiring officers.
- Cdr. Wren stated that there is a new organizer for the annual Founders Festival.

COMMITTEE REPORTS

- Website Committee. Commissioner Dilts presented proposed website updates with links to sites with emergency preparedness information, local organizations that provide assistance, and emergency contact numbers.

PUBLIC COMMENTS

- None

COMMISSIONER COMMENTS

- Commissioner Avie will be meeting with the new organizers of the Farmington Founders Festival and will participate in the organizing committee.

NEXT MEETING DATE: The next public meeting will be Monday, March 2, 2026, at 5:00 PM in the Farmington Hills City Hall Community Room.

ADJOURNMENT: Motion by Thomas to adjourn, seconded by Avie. Motion passed unanimously by voice vote. Chair Sweeney adjourned the meeting at 6:04 PM.

Minutes taken by Secretary Card.

NOTE: Anyone planning to attend the meeting who requires special assistance under the Americans with Disabilities Act (ADA) is asked to contact the City Clerk's Office at (248)871-2410 at least two (2) business days prior to the meeting, wherein necessary arrangements/accommodations will be made. Thank you.