

MEETING MINUTES  
Emergency Preparedness Commission  
September 13, 2021 – 5:00 pm  
Farmington Hills City Hall – Viewpoint Room  
31655 W. 11 Mile Rd.  
Farmington Hills, MI 48336

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1. CALL TO ORDER: Chair Avie at 5:03 pm

2. IDENTIFY PARTICIPANTS

- MEMBERS PRESENT: J. Sloan, K. Ciaramitaro, S. Faine, D. Wecker, M. Hopfe, J. Schertel, A. Echols, R. Avie,
- OTHERS PRESENT: K. Massey (council), Rick Bowes (CERT), Nancy Croiton (CERT), Norene Yuskowatz (YMCA), J. Neufeld (FHFD), B. Houhanisin (FDPS), Tim Tutak (CERT), Lisa Risko (CERT)

3. AGENDA APPROVAL: Motion to approve minutes made by K. Ciaramitaro, second by D. Wecker. Approval vote: yes – 8, no – 0. Motion passed.

4. MEETING MINUTES APPROVAL:

- May 12, 2021 minutes: Motion to approve by D. Wecker, second K. Ciaramitaro. Approval vote: yes – 9, no – 0. Motion passed.
- July 12, 2021 minutes: Motion to approve by D. Wecker, second A. Echols. Discussion held on minutes – K. Ciaramitaro would like to include that T. Tutak initially resigned all positions and resignation was accepted by D. Wecker and J. Neufeld. After clarification asked for by A. Echols for accuracy in the minutes, T. Tutak stated that it was just the CERT Coordinator position he was resigning from. Motion by K. Ciaramitaro made to postpone approval of minutes until next EPC meeting so corrections can be made to minutes, second by J. Schertel. All members present approved postponement of accepting minutes.

5. BUDGET REPORT – nothing to report

6. UNFINISHED BUSINESS – nothing to discuss

7. NEW BUSINESS

- MEMBERSHIP VACANCIES: Slade resigned on unknown date, Paul Szymusiak resigned on September 8, 2021 via email, and Irwin Moyna resigned on September 10, 2021 via email, John Schertel was appointed to fill one of the vacant FH seats. Currently in need of 3 members for FH and 1 member for Farmington.
- NEED UPDATED ROSTER / CONTACTS – R. Avie requested an updated CERT membership list, requested all present to send contact information to him, requested a list of leadership roles and definitions / responsibilities for members of the EPC and CERT.
- City-wide open house – staff EPC table –
  - \* October 3, 2021, Sunday from noon – 3. EPC has fliers and brochures available to staff a table at open house – hoping for an EPC / CERT table.

- \* manning booth – R. Avie, A. Echols, S. Faine
- \* CERT members to assist with the open house on campus
- Mike Sweeney is the person who does the EPC facebook person – J. Schertel pointed out that the EPC Facebook and pages are severely out of date. We should look into social media with each City.

## 8. MICHIGAN & REGIONAL CITIZENS CORPS COUNCIL / COMMUNITY EMERGENCY RESPONSE TEAM ACTIVITIES

Next meeting on Monday Sept. 20, 2021 – will get roster and all information to R. Avie

## 9. LIASON REPORTS

City of FH – Massey

- This organization (EPC) has been talked about at council, and council feels that it needs more community outreach and communication and education to the public. Due to the July storms, there is more of a focus on emergency preparedness. Now is a good time because it's front and center in people's minds. Power outages have been high since mid-June and we should help people get prepared (ie: fridge - how long does food last, consumables in stock, etc.) Tutak brought up the Disaster Response Preparedness training in the past, maybe we could provide this again?
- Ongoing discussions between DTE and the City are being held Sept 25 Heritage Park pavilion / Sept 27 at Riley pavilion Farmington residents - both 5pm.
- personal congratulations to FF and PD officers of the year (all members of FPS). It was a stellar move to acknowledge the work that everyone has done this year. Acknowledged Sgt. Madeline's retirement.
- Do we have equipment that we want stored at The Hawk? We need clarification on storage space / what kind of items? If we want to claim space we need to do it sooner rather than later.

YMCA – N. Yuskowatz

- The YMCA is a non-profit organization and took a big money hit with COVID due to closings and decreased capacity. There are many locations closing and membership is down.
- Currently open till 9pm on Tues / Thursday
- Had swim team tryouts last week and it was packed, so that's a positive
- Really good turnout for the July golf outing. The annual fundraising breakfast on Sept. 30 – 730-9 at FH YMCA – asking for donations.
- Got 10M from Jeff Bezos ex-wife – donated money to local YMCA for food drop-offs and assistance
- The next online chat with the community is on immigration.

FHFD – J. Neufeld

- Number of storms in the recent weeks, did not meet federal threshold for monies – looking for State funding – public assistance money for roadways, culverts, DPW Overtime, etc.
- City Wide Open House coming up October 3

FHPD – Bob Houhanisin is the new representative

#### 10. PUBLIC COMMENT

- Nancy Croitori – went through CERT training with a large group of people and was excited to join the team, but COVID put a stop to a lot of the activities. She put in a lot of time and would like to see some regular refresher training with the CERT team.
- Lisa Risko – A 2020 manual for CERT was rolled out that looks different from past documents. There is no structured leadership presented in the document. R. Avie clarified that we don't have a structure or team or information on current members and are unable to recall teams or people. Asked if CERT team members were covered by the City's insurance in the event of deployment – yes, they are covered under risk management.
- T. Tutak – talked about CERT structure and roles and attempted to clarify what the EPC was looking for as far as documentation.

#### 11. COMMISSIONER COMMENTS

#### 12. ADJOURNMENT - 608

**NOTE:** Anyone planning to attend the meeting who has need of 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.