

STATE OF DELAWARE  
DELAWARE EMERGENCY MANAGEMENT AGENCY (DEMA)  
HOMELAND SECURITY GRANT PROGRAM (HSGP)

## **MEETING NOTICE & AGENDA**

The Delaware Homeland Security Terrorism Preparedness Working Group, Training and Exercise Subcommittee will hold a meeting on 5 February 2020, 8:30 a.m. At Delaware State Fire School, Dover, DE.

### **Agenda**

1. Call to Order and Introductions
2. Approval of Minutes (1-8-2020)
3. Recognition of Visitors
4. Approval of agenda
5. Reports:
  - a. Exercise Programs: Currently working the 2020 schedule with the counties.
    - Wilmington ICS/UC, TTX, 15 Jan 2020
    - DEMA REP dress for graded FE, 26 Feb 2020
    - NCC, Active Assailant WS, 19 Feb 2020
    - HazMAT, WS, 8-9 May 2020
    - DEMA REP Graded FE, 19 May 2020
    - National T&EPW, 18-22 May 2020
    - DEMA, Terrorism FSE, 30 Sept-1 Oct 2020
    - Sussex COOP, WS, TBD
  - Other DE exercises:
    - LE**  
State-wide TTX's for school shooting/shelter-in-place, ongoing this year  
TTX, DSCYF active shooter TBD  
TTX, OMB active shooter TBD  
TTX, Rockford Center, active shooter TBD  
TTX, Tower Hill, active shooter TBD
    - PH:**  
Children with Disabilities WS, Jan 20  
Comm Drill, Feb 20  
DPHL, Mar 20

Pursuant to 29 Del. C. 100004(b), the Training & Exercise Subcommittee may call for an executive session.

The Training & Exercise Subcommittee's next meeting is scheduled for 4 Mar 2020 8:30 AM.  
Please check the statewide calendar for meeting notices and minutes: <http://www.delaware.gov>

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No-notice Hospital drill, Apr 20  
Comm Drill, May 20  
Medical Surge drill, Jun 20  
Comm Drill, Aug 20  
DPHL, Sept 20  
Mass Vaccination, Oct 20  
DPH Symposium, Nov 20

HC:

A.I. Dupont

Infectious Disease Staff Training/Education – January 2020  
Launch of New Incident Command System – March 2020

Bayhealth

None planned at this time

Beebe

Active Shooter Drill, new south coastal facility - March 2020  
Cyber drill, new south coastal facility – March 2020  
Hazmat Drill- May 2020

CCHS

Table Top Mass Casualty Incident Exercise, City of Wilmington – January 2020  
April, 2020 – Center for Women and Children’s Health is opening – practicing exercise scenarios before it opens

Nanticoke

Affiliation transition underway with Peninsula Regional Medical Center; anticipate new  
Emergency Management staff in Feb/March 2020

St. Francis

Active Shooter Drill – March 2020  
Infant Abduction Drill – June 2020  
Mass Casualty Incident Exercise – August 2020

DHS Training Courses;

Currently working the 2020 DHS courses with the consortium schools.  
2020 handout of confirmed DHS courses.

- MGT-364, Strategic, Tactical and Resilient Interdiction of Violent Extremism (STRIVE) (Smyrna PD) 28-29 Jan 2020, **No backfill or OT**
- MGT-461 Evacuation Planning Strategies and Solutions, 19 Feb 2020
- MGT-412 Sport Venue Evacuation and Protective Actions, 12-13 Mar 2020 (UD Only)
- AWR-147 Rail Car Incident Response, 25 Mar 2020
- AWR-347 Climate Adaptation Planning for Emergency Management, 14 May 2020
  
- In-residence courses:
  - Center for Domestic Preparedness (CDP), 1
  - New Mexico Tech (NMT), (3)
  - Counter Terrorism Operations Support (CTOS), 0

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b. After Action Report Improvement Plan

1. AAR's

- Kent MCI TTX and DEMA Statewide Terrorism TTX

2. - Financial Statements:

- FY17 T&E

- FY19 T&E initial review

6. Old Business:

a. Disciplines brief on written summaries from previously approved class's or conferences:

LE: approvals

NATIA training course, 12-14 Nov 2019

Aviation Survival Training courses, (3) Jan- Oct 2020

Baltimore Negotiations Training course, 10-12 Feb 2020

FS: approval

Public safety Dive Ops & tech course, June/July 2019

Swift water Rescue AWR, re-scheduled 2020

Drone Safety training, 2-4 Mar 2020

CT: approval

UAV training conference, 28-30 Oct 2019

Drone Advanced Tactics Training, 27-30 Jan 2020

Drone Night Training course 3 Feb 2020

Drone Advance Tactics Training in State, 18-19 Feb 2020

EMS: approval

None

DTI: approval

None

b. New T&E forms sent to all subcommittee members. DELETE all other forms from your files. If the electronic signature does not work, have the form signed & bring it to the meeting.

7. New Business

a. Request for Training

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- Any requests over \$25,000 must go thru the GSS approval process prior to approval of the T&E subcommittee per our fiscal.

- CT- \$8,820.00

- FS- \$3,777.00

- LE- \$2,152.00, 6,136.00, \$12,678.88, \$21,171.00 and \$4,569.00

- DTI-\$10,228.00, \$11,194.00, \$1,632.00 and \$2,096.00

b. Request for Exercises

- LE- \$11,125.00

- EMA- 5,999.97 Statewide School TTX Toolkit, split funded with EMPG for a total of \$11,999.97

c. All supporting documents for T&E requests must be sent to DEMA before the request is placed on the T&E agenda.

d. Hard copy of T&EPW distribution to the committee

e. On December 13, 2019, the Delaware Emergency Management Agency (DEMA) officially earned accreditation by the Emergency Management Accreditation Program (EMAP). Only nine programs nationwide completed the rigorous assessment process in 2019 to achieve either initial accreditation or reaccreditation. T&E had 7 standards to comply with.

f. FY20 SHSP projects and funding justification. The Notice of Funding Opportunity (NOFO) for FY20 SHSP will drop quickly and most likely have a short suspense timeline to complete.

8. NIMS coordinator - update

9. CERT/Citizen Corps - update

10. Other Subcommittee Business

- None

11. Committee members comments

12. Adjourn

INFORMATION:

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- ✓ When submitting your requests, have all material signed & multiple copies of supporting information about your course/class so the other members of the committee can review the item for voting.
- ✓ Reimbursements for all T&E approved requests must be submitted to DEMA within 60 days per the checklist.
- ✓ Any expenses over the estimated amount approved by the T&E subcommittee, reviewed