

MEETING MINUTES
Emergency Preparedness Commission
November 3, 2025 – 5:00PM
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 5:01 PM.

MEMBERS PRESENT: Avie, Card, Dilts, Dixon, Igwe, Schertel, Sloan, Sweeney, and Thomas, and Tyler.

MEMBERS ABSENT: Ciaramitano, Forshee, Hopfe.

OTHERS PRESENT: Pankow (FHFD) and Piggott (FHPD).

OTHERS ABSENT: Aldred (FH City Council) and Wren (FPS).

CITIZENS PRESENT: Mr. J. James.

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

APPROVAL OF MEETING MINUTES: Motion by Thomas to approve the August 4, 2025 meeting minutes as submitted, seconded by Schertel. Motion passed unanimously by voice vote.

BUDGET REPORT: EPC Budget for 2025 is \$2,500.

- Approximately \$600 has been spent to date on materials for the display table and shirts and names plates for new commissioners.

UNFINISHED BUSINESS:

- Four commissioner's terms will be expiring at the end of the year. The City will be sending letters to the commissioners with expiring terms inviting them to continue serving on the commission.
- Elections of commission officers for 2026 will occur during the first meeting of the year on January 5, 2026. Commissioners must be present to vote.

NEW BUSINESS:

- The EPC had a display table at the Farmington Hills open house on October 4th and the Costick Center Seniors Health Fair on October 7th were well attended. Both events were well attended.
- The EPC will have a display table at the Veterans Resource Fair at the Costick Center on Friday, November 14th 9am – 12pm.

- Commissioners discussed various projects that the EPC could undertake in 2026.

LIAISON REPORTS:

- J. Piggot encouraged the EPC to identify 3-5 emergency events that the public may encounter, develop preparedness information and become proficient presenting that information.
- B. Pankow reported that the FHFD had responded to several events over the past month.

COMMITTEE REPORTS:

- None

PUBLIC COMMENTS:

- None

COMMISSIONER COMMENTS:

- R. Avie discussed EPC members assisting with the holiday parade in downtown Farmington on December 6th @ 5:30pm.

NEXT MEETING DATE: The next public meeting will be Monday, January 5, 2025 at 5:00 PM in the Farmington Hills City Hall Community Room.

ADJOURNMENT: Chair Sweeney adjourned the meeting at 6:12 PM.

Minutes taken by Secretary Card.

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. Thank you.