

**Western Regional Homeland Security Advisory Council
Training and Exercise Subcommittee Meeting Minutes
June 16, 2015, 9:30 am
WMEMS, 168 Industrial Drive, Northampton, Ma.**

Present: Raine Brown (FRCOG), Gretchen Johnson (FRCOG), Matt Grudgen (FRCOG), Tom Grady (BCSO), Sandra Martin (BCBOHA), Bob Barry (MEMA), Carolyn Shores Ness (BOS/BOH), Ann Shea (MMC), David Cruz (EOPSS), Linda Moriarty (WMEMS), Robert Hassett (SFD), David Elvin (PVPC).

Chairman Tom Grady brought the meeting to order at 9:30 am.

Minutes

The committee reviewed the minutes from the May 19, 2015 meeting.

<p>Motion: Carolyn Shores Ness motioned to approve the minutes from May 19, 2015. Sandra Martin seconded. Motion passed unanimously.</p>

A round of introductions followed.

Review FFY2013 T&E Projects

Anti-Counter Terrorism Exercise

Raine Brown stated that the AAR for the Anti-Terrorism Trainings was held last week. The Improvement Plan was included in the meeting packet. There were many training and exercise areas identified. This could be helpful when finalizing the FFY2015 Plan. There is a lot of interest in having the DHS team back for a full scale exercise next September with the planning starting in March. Carolyn Shores Ness thanked Raine for coordinating the training. It was well run and the feedback has been excellent. Sandra Martin stated that the DHS team was thankful for the coordination conducted by Raine. Raine stated that the attendance was very good and the DHS team was happy with the media coverage done on the trainings.

Hampshire Public Health Advanced PIO Training

Sandra announced that the PIO training will be held on Thursday. There are still some openings. The team has worked hard to keep the scenarios relevant and to reflect the MACC project.

Native Storm 2015 Full Scale Exercise

Raine reported that Bob Hassett stated that the exercise went well. Ann Shea stated that she attended as an evaluator and it did go well. There were some communications issues that were identified. Tom Grady asked if a COML or a COMT was at the exercise. Ann replied that she wasn't aware of one. Raine stated that was another item identified in the Improvement Plan of the anti-terrorism exercise. Tom suggested resending the information of the trained COMLs and COMTs out and to possibly host a training in Western Mass.

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FFY14 T&E Projects

Emergency Management Preparedness

EOC Operations and Planning Training

Raine stated that the EOC training was held last week. Sandra stated that it was very well run. Bob Barry agreed. Raine stated that there is interest in offering this training after each phase of the MACC project. Discussion followed.

Crime Scene Preservation Training

Raine stated that the Crime Scene Preservation training is out for bid. It is anticipated that the trainings will be held from September through December. Raine specified that the training is focused on training fire and EMS but is open to all first responders. There will be a training held in each County.

FCSRT Basic and Specialized SWAT Training

Raine stated that the FCSRT Team has requested to use \$1,790.00 to send two members to a Less Lethal Instructor Course. The request is for tuition only.

<p>Motion: Sandra Martin motioned to approve the FCSRT Team to utilize \$1,790.00 to send two members to a Less Lethal Instructor Course. Linda Moriarty seconded. Motion passed unanimously.</p>
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CBRNE/WMD

Franklin County MCI

Raine stated that she is working with Tracy. An EHP will be required.

Mass Care Services – Shelter Training Proposal

Sandra stated that the In Person Emergency Shelter Training Proposal was included in the meeting packet. This was designed to compliment the shelter planning project. There are nine potential shelters in the four counties. There are great online tools for shelter groups but they are not being used enough. This proposal will take the tool kit and the online training to do an in person training. This is a train the trainer model. Two trainings will be offered at each shelter location. Raine reviewed the budget and asked for clarification. Bob Barry stated that he would like to see more specific deliverable and to have all the RPAs on board. Bob asked if outreach had been done to the REPCs. Raine stated that this training is to teach the Homeland Security tool. Carolyn suggested that the training should be coordinated with the HMCC. Sandra replied that the HMCC are just starting up and to coordinate with them would postpone the project for at least a year.

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Motion: Carolyn Shores Ness motioned to approve the Shelter Training Proposal as presented. Linda Moriarty seconded. Two members voted in favor, three opposed and one member abstained. The motion did not pass.

Tom asked to keep this on agenda for next month. Raine stated that this project was allocated \$50,000. The funding will expire at the end of July 2016.

Budget Review

Raine stated that there were no new updates.

Old Business

Hazmat Emerging Trends Condensed training for BOH

Raine stated that the draft scope of work was included in the meeting packet. This will be a 90 minute condensed version of the Hazmat Emerging Trends training conducted over the winter. The focus will be on the role of Boards of Health in these incidents. Raine asked for feedback. The budget is \$5,000 for up to four presentations. The project will need to go out to bid.

Motion: Linda Moriarty motioned to approve \$5,000 to conduct up to four Hazmat Emerging Trends condensed trainings for Boards of Health. Sandra Martin seconded. Motion passed unanimously.

New Business

TEP Update

Raine explained that the TEP update is a three year plan for trainings and exercises. Raine asked if there should be a separate meeting or a longer meeting to allow for discussion. Raine suggested inviting the REPC's to attend as well. Tom suggested having the discussion at the next meeting but to start the meeting at 9:00 a.m.

Business Unforeseen by the Chair

No business unforeseen was discussed.

Next Steps/Future Meetings

The next meeting will be July 21, 2015 at 9:00 am.

There being no further business Linda Moriarty motioned to adjourn. Carolyn Shores Ness seconded. Voted unanimously.

The meeting adjourned at 9:59 a.m.

Respectfully Submitted by

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Gretchen Johnson
Homeland Security Program Assistant
Franklin Regional Council of Governments