

Western Regional Homeland Security Advisory Council
Meeting Minutes
Tuesday, August 20, 2013, 10:00am
WMEMS, 168 Industrial Drive, Northampton, MA

In attendance: Sue Brown (FRCOG), Gretchen Johnson (FRCOG), Thomas Grady (BCSO), Linda Gross (FRCOG), Nikki Nixon (PVPC) proxy for Sandra Martin (BCBOHA), Russell Sienkiewicz (NPD), Tom Lynch (BHS), Ann Shea (MMC), Josh Shanley (NEM), Carolyn Shores Ness (Municipal Rep.), Bill Walden (College Church), John Fabiano (EOPSS), Jamin Carroll (PVTA) proxy for Nicole Rohan, Bob Hassett (SFD), Linda Moriarty (WMEMS), Gail Bienvenue (MDPH), Pat Smith (FRCOG), Kristen Gorski (MAPC), Stephen Gawron (MSP), Chris Bouchard (DPW), Don Snyder (MDPH), Josiah Neiderbach (PVPC), Cindy Hahn (ARC), Terry Dun (NWMIMT), Joe Cuneo (NWMIMT), Dennis Annear (NWMIMT), Noreen Suriner (ERCHC) Jenn Ball (MAPC), Victoria Grafflin (EOPSS).

The meeting was brought to order at 10:06 am by Thomas Grady, Council Chair.

A round of introductions followed.

The Council reviewed the minutes from the July 16, 2013 meeting.

<p>Motion: Linda Moriarty moved to approve the minutes from the July 16, 2013 meeting as submitted. Tom Lynch seconded. Motion passed.</p>

Updates from Chair

Tom Grady passed on his update due to the full agenda including multiple presentations.

THIRA Update

Jenn Ball passed out handouts and gave a PowerPoint presentation. Jenn explained that the THIRA was the first of an annually updated document for the Commonwealth. The document was prepared by Tetra Tech. The THIRA will be used to help identify areas for future investment. It is very important to include milestones into project proposals.

Threats and Hazards were broken down into the following categories:

- Natural Hazards
- Technological Hazards
- Terrorism Scenarios

In order to give the threats context each hazard was given a high probability scenario. The natural hazard selected was a Nor'easter. A black out in Boston was chosen for technological. The terrorism scenario depicted was a car bomb at a venue in Boston.

EOPSS would like feedback from the Councils about the accuracy of capabilities depicted in the THIRA. The THIRA will be used to direct future investment. The strategy will be to buy down the most risk within the available funding dollars.

Jenn asked the Council to review the THIRA and send in feedback and comments. The next THIRA update is due December 31st.

Western Regional Homeland Security Advisory Council
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Tuesday, August 20, 2013, 10:00am
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Tom asked Jenn about her new position. Jenn stated that she is in the process of transitioning to the MEMA Deputy Chief of Staff. She will still be coming to the Council meetings.

FFY13 and Regional Planning

Victoria Grafflin stated that the final draft of the FFY13 State Homeland Security Program Guidance for Homeland Security Planning Regions and the forms were distributed to the Councils. They were included in the meeting packet. The objective of the 2013 guidance is to facilitate a planning process at the regional level that is both more strategic and more streamlined and will result in prioritized lists of homeland security grant funded projects for each region that may draw upon multiple years of grant funding. Many of the Councils have had difficulty in spending down their funding by the grant deadlines. This Council has been very good at spending down their funds. EOPSS is directing the Councils to have their subcommittees conduct planning sessions to create a prioritized list of projects. EOPSS is directing the Councils to not think of the funding by years but as a total sum. There will not be any more extensions to our grants. The prioritized list should fit the priorities of allowable projects or give justifications for the project need. Victoria would like to attend the Planning sessions.

Sue stated that the Council has a total of \$1.2 million to be spent down. There are Interops projects that will need to be closely monitored to keep on track. It would be very helpful to streamline the EHP process. Tom will discuss the need to streamline the EHPs with Kurt Schwartz. Jen stated that she will discuss the issue at the next SIEC meeting. Discussion followed.

NWMIMT Presentation

Dennis Annear stated that the purpose of this presentation is to inform the Council about the development of the NWMIMT team and what has been accomplished, and to thank the Council for both their support. Terry Dun gave a PowerPoint presentation.

The NWMIMT is a Type III IMT team. The team was formed in 2009. The NWMIMT is a division of the Tri-State Fire Mutual Aid Association. The team meets monthly and drills and exercises quarterly. There are over forty members from all four counties.

Team training consists of National Incident Management System position specific courses. Training consists of shadowing positions at nationally recognized Incident Management Academies. Team activations can be for assistance in a larger incident or full management services. Team assignments can also be for planned activities such as the Tri-State Mutual Aid Public Safety Day or the First Responder Parade.

The Team was called out to assist in New York during the aftermath of Hurricane Sandy. Carolyn stated that the team helped the Town of Deerfield tremendously during Hurricane Irene. The town had limited capacity. The NWMIMT team was activated by a call to Shelburne control. It is very reassuring to know that resource is available. Dennis stated that the team is also available to help with planned events as well.

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Meeting Minutes
Tuesday, August 20, 2013, 10:00am
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Dennis stated that there is an effort underway to coordinate the teams statewide.

Updates from Disciplines

- FIRE: none.
- POLICE: Russ stated that the Mass Chief Working Group is working on getting all towns to sign the Statewide Mutual Aid Agreements. A template is being designed to streamline the process.
- EMS: none.
- EMD: Bob Hassett stated that the Big Wings and Wheels event is coming up in Westover. The EMDs are working on promoting hurricane preparedness.
- PUBLIC HEALTH: none.
- TRANSPORTATION: Jamin stated that PVTA has four 64 foot articulated buses known as land trains.
- DPW: Chris Bouchard stated that the DPW is also working on getting the Mutual Aid Agreements signed.
- CORRECTIONS: Tom stated that Corrections is working on preparing the training for the portable metal detectors and x-ray machines.
- COMMUNICATIONS: none.
- HOSPITALS: none.
- LOCAL GOVERNMENT: Carolyn stated that the farm bill that included the watershed protection measures and funding for towns did not pass. Tracy Rogers is meeting with Josh Shanley to set up dates for the DPW GPS training. There has been a lot of interest in the training.
- Massachusetts State Police (MSP): Stephen Gawron stated that MSP is also preparing to assist with the Big Wings and Wheels event.
- MEMA: none.
- EOPSS: John Fabiano stated that the FFY10 extension was granted a week after it expired. The new contracts will be sent out next week. The new expiration date is February 2014.

Western Regional Homeland Security Advisory Council
Meeting Minutes
Tuesday, August 20, 2013, 10:00am
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Kristen Gorski stated that this Council did a great job finalizing the FFY10 projects and should be commended.

Planning /Pandemic Flu:

Linda Moriarty stated that Sandra Martin has stepped down as chair of the subcommittee. Sue explained that Sandra felt there might be a conflict of interest because she is now an employee of the BRPC. She will remain an active participant of the Subcommittee. Linda has agreed to be the new chair. Sue stated that all of the FFY11 and 12 funding is under contract except for the shelter equipment funding. That funding will be under contract soon.

Interoperability/Information Sharing:

Russ Sienkiewicz stated that the WMLEC project is nearing completion.

Russ stated that the Collins Center is working with the Subcommittee on the WMRIC governance structure.

SAIC will be presenting the first draft of the Gaps Analysis study later today. Russ stated that SAIC has been asked to do extra work on various projects and will require additional funding.

Motion: Russ Sienkiewicz moved to approve \$22,000 FFY11 unallocated funds to SAIC Consultants. Carolyn Shores Ness seconded. Motion passed.

Russ thanked Tom for distributing the radios to the Tech Rescue Teams.

Training and Exercises:

Tom stated that the subcommittee met just prior to this meeting.

Tom stated that UMASS and the Hampshire MRC are planning a Full Scale Exercise as a follow up to the training done last April.

Motion: Tom Grady moved to approve \$39,825 FFY11 unallocated funds for the Hampshire MRC Full Scale Exercise. Carolyn Shores Ness seconded. Motion passed.

Tom stated that the NWMIMT is requesting to send fifteen members of the team to an All Hazard Incident Management Team Course and Liaison Officer Trainee. It is a required course. Only travel expenses are being requested.

Motion: Tom Grady moved to approve \$20,184 FFY11 unallocated funds for the NWMIMT All Hazard Incident Management Team Course and Liaison Officer Trainee course. Bob Hassett seconded. Motion passed.

Western Regional Homeland Security Advisory Council
Meeting Minutes
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Equipment/PPE:

Sue stated that most of the sheltering equipment has been delivered. The Planning Subcommittee is working on the second round of shelter equipment funding now.

CBRNE/IED:

Tom stated that there has been some good press on the Tech Rescue Team and the use of their equipment.

Fiduciary Report

FFY10 Update

Sue Brown stated that there is a balance of \$103,414 FFY10 funds . Of that amount \$37,600 is allocated to the Berkshire 385 project. The project is ready to begin as soon as the EHPs are approved. That leaves a balance of \$65,414 to spend down by February 2014. Discussion followed.

FFY13 Planning Meetings

Sue stated that the Council needs to decide how to conduct the planning process for the FFY13 funds. Usually the subcommittees meet prior to the Council meeting and prioritize their projects. The subcommittees should look over the THIRA when determining their prioritized list of projects. Sue suggested that the Planning Subcommittee and Training and Exercise Committee meet jointly on September 3rd. The September Council meeting will need to finalize the plan in order for Sue to complete it and submit it before the deadline.

Sue asked the EOPSS staff about the gap in M&A funds due to the funding year deadlines. Sue suggested calculating an estimate of needed M&A funds and then request the Council to take that amount toward a project and create a project line item for M&A support in order to avoid the funding year deadline issues. Victoria stated that she would clarify with DHS if that would be allowable.

Old Business

No old business was discussed.

New Business:

Tom thanked Jenn and all of the EOPSS staff for their work on the THIRA. It will be a good tool. The Councils do tremendous work. There has been some harsh press but incidents like the Boston bombing show that the investments have been sound.

Linda stated that six trauma centers in Boston had been seen as excessive but no one that was injured at the Boston bombing incident that made it to the hospital died. Discussion followed.

Business Unforeseen by Chair

No unforeseen business was discussed.

Next Steps/Future Meetings

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The next meeting of the Western Regional Homeland Security Advisory Council will be held on Tuesday, September 17th at 10:00am at WMEMS.

There being no further business Jamin Carroll moved to adjourn. Russ Sienkiewicz seconded. Voted unanimously.

The meeting adjourned at 11:54 am.

Respectfully Submitted by
Gretchen Johnson
Homeland Security Program Assistant
Franklin Regional Council of Governments