

**Western Regional Homeland Security Advisory Council  
Training and Exercise Subcommittee Meeting Minutes  
March 15, 2016, 9:15 am  
WMEMS, 168 Industrial Drive, Northampton, Ma.**

**Present:** Raine Brown (FRCOG), Brenda Codella (FRCOG), Tom Grady (BCSO), Bob Barry (MEMA), Tom Lynch (BMC), Jeanne Galloway (WSHCHC), David Cruz (EOPSS), Gail Bienvenue (MDPH), Ed Lesko (HPHPC), Tracy Rogers (FRCOG), Bob Barry (MEMA), Ann Shea (MMC), Sandra Martin (BCBOHA), Allison Hope, (BCBOHA), Robert Hassett (SFD), John Dearborn (LFD).

Chairman Tom Grady brought the meeting to order at 9:14 am.

**Minutes**

The committee reviewed the minutes from the February 16, 2016 meeting.

<p><b>Motion:</b> Tom Lynch motioned to approve the minutes from February 16, 2016. Bob Barry seconded. Motion passed with 3 members abstaining.</p>
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A round of introductions followed.

**FFY14 T&E Projects**

***Emergency Management Preparedness***

***FCSRT Basic and Specialized SWAT Training***

Raine Brown stated that the team is moving forward with basic training. They will be attending a training in New Hampshire in June. They are conducting monthly, specialized, in-house trainings on a regular basis at an average cost of \$1,200/each. Raine reported that approximately \$22,000 to \$23,000 in unallocated funds will need to be spent down by July 31. They will try to do trainings, but may need to look at equipment purchases, or return unused funds to the Council.

***CBRNE/WMD***

***Franklin County MCI***

Tracy Rogers stated that the sign-up flyer has gone out and 28 of the 40 seats have been filled. They are still looking for more players; fire fighters, EMT, for the drill to be held on April 2<sup>nd</sup>. The scenario will be conducted at the Deerfield Railyard.

***Mass Care Services***

***Mass Care Training Needs Survey***

Sandra Martin stated that the RPAs have almost completed this work. The info has been shared with MEMA as they are working on a site wide shelter training program. Sandra said that Pat Smith is working on a compilation of the 4 counties surveys. The report shows responders want on-line trainings while volunteers have said they want in-person trainings. There is a general agreement that they need training.

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*Spontaneous Unaffiliated Volunteer Training*

Sandra Martin and Allison Hope with BRPC are working on this project. The final drafts of the three training modules are complete. The trainings are 15 minutes, 60 minutes and 2.5 hours. The resource manual is heavy with information. Sandra stated that it is a good product and is ready to be brought out. It is becoming a hot topic. FEMA is talking about the same training. Sandra asked if the Council would like to do a training at its meeting? Tom Grady stated he would like the 15 minute version done at the full Council Sandra and Tracy agreed.

**FFY15 T&E Projects**

*Active Shooter Symposium*

Raine stated that there has been a few cancelations and that she is pulling guests from the waiting list. She has made accommodations for unregistered guests to wait until 9:15 am for seats. Every guest will need a nametag to get into the auditorium. Audio testing was completed Monday and all is working fine. Comfort dogs from Hope Animal Assisted Crisis Response will be coming. Everything is coming along very well. The FRCOG team has helped out a lot. Deerfield Academy has been very accommodating. Raine reported that Secretary Bennett will be attending. Tom G stated that there have been some challenges with organizing the event and thanked Raine for all her hard work in pulling it together. Raine stated that Pathable is an app being used to connect and build relationships with guests at the event. 350 people have already registered on the event app.

**ALERTT Trainings**

Raine stated that the FBI supplied a list of trainings for the symposium. They are free trainings that can come to your area. You have to provide the space and logistics. There has been lots of communications from people saying they want more trainings and this could be a good tool for the subcommittee to look at to use for groups. Some courses require challenging sites that may prove to be an issue. Sandra asked if we could get a training in with unallocated FCSRT funds? Raine will explore the possibility. Tom G mentioned the Best Practices Training for Active Shooter may come soon.

**2016 Exercise Series**

The mid-term planning meeting was moved to Monday, March 21 at the MEMA Offices from 9am to 12pm. The meeting was moved due to Officer Guindon's funeral.

***Mercy Medical Tactical EMS Training***

Ann Shea stated that the training is scheduled for March 21 through 23. The event filled up as soon as it went out. They have a waiting list for attendees still wanting to get in. Dr. Comey will be talking about brain trauma. Rick **Winfield** arranged for an FBI agent to speak. There will be a quick overview on the Boston terrorist attacks.

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**Med Response to Bombing Incidents**

Raine stated this item is held over from the last agenda. Linda Moriarty needs to be present to determine the dates. This training can handle up to 200 people and we are budgeted for 50. Do we want to increase this number? Linda wants to coordinate around Western MA EMS. Raine will communicate with Linda on this issue.

**Budget Review**

Raine stated that the only concern for FFY14 is that the FCSRT will likely have to return funding. The FFY15 projects are moving forward and beginning to spend down a bit.

**Old Business**

John Paciorek had no new information to report on the digital evidence software. Tom Grady reported that Mass Chiefs don't support this specific training and they have a good relationship with their current provider.

Ed Lesko stated that at the Agawam Meeting, the Police Chief was looking for appropriated money to support the Six Flags event. They have just enough funds to support police for duties, he didn't budget for the extra funds to cover backfill and overtime which will likely be necessary for the drill. Tom Grady and Bob Barry stated this issue has been resolved. Agawam Police doesn't feel there will be enough hourly people to have to fund.

**New Business**

***Regional Hazmat Team Training Request***

**John Dearborn** requested funds to bring a trainer from the DEA to the region on April 27 for a hands on, One-Pot Training for districts 4/5 Regional Hazmat Teams. The cost is \$2,200 with no additional costs. Handouts are provided. David Cruz questioned how the course related to Homeland Security mission? It is a first responder issue? The extractions are more common, and clandestine labs are often found to be producing more than one item, such as both drugs and explosives.

<p><b>Motion:</b> Ed Lesko moved to approve \$2,200 in funds for a One-Pot Training as submitted on the proposal. Bob Barry seconded. Motion passed unanimously.</p>
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There are expanded class availability at the training in Nevada. The Regional Hazmat Team has sent people before for trainings and would like to have Council approval to send people to the courses again. John asked if the committee could approve via his verbal request or would the committee prefer the request in writing. Tom G indicated a written request is preferred.

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**Business Unforeseen by the Chair**

No business unforeseen was discussed.

Raine reported that she will be away from March 25<sup>th</sup> to April 4<sup>th</sup>.

**Next Steps/Future Meetings**

The next meeting will be April 19, 2016 at 9:15 am.

There being no further business Ed Lesko motioned to adjourn. Tracy Rogers seconded. Voted unanimously.

The meeting adjourned at 9:45 a.m.

Respectfully Submitted by  
Brenda Codella  
Administrative Services Assistant  
Franklin Regional Council of Governments