

**Western Regional Homeland Security Advisory Council**  
**Meeting Minutes**  
**Tuesday, May 17, 2016, 10:00am**  
**WMEMS, 168 Industrial Drive, Northampton, MA**

**Present:** Raine Brown (FRCOG), Bob Dean (FRCOG), Tom Grady (BCSO), Linda Moriarty (WMEMS), Tom Lynch (BMC), Ann Shea (MMC), Robert Hassett (SFD), Melissa Nazzaro (SComm), Mark Babineau (WMFCA), John Pond (WMFCA), Jeanne Galloway (HCHC), Ed Lesko (BOH), David Cruz (EOPSS), Gail Bienvenue (MDPH), Jamin Carroll (PVTA), Chris Bouchard (Becket DPW), Carolyn Shores Ness (BOS/BOH), John Paciorek (WMCOPA) Tracy Rogers (FRCOG), Linda Gross (FRCOG), Sandra Martin (BCBOHA), Steve Kozloski (Monson PD), Monica Wynne (BMC), Marissa Geryk (PVTA), Edwin Morales (DEE+C).

The meeting was brought to order at 10:05 am by Thomas Grady, Council Chair.

**Approval of Minutes**

The Council reviewed the minutes from the April 19, 2016 meeting.

<p><b>Motion:</b> John Paciorek moved to approve the minutes from the April 19, 2016 meeting as submitted. Carolyn Shores-Ness seconded. Motion passed unanimously</p>
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A round of introductions followed.

**Updates from the Chair**

***Letter of Resignation***

Tom Grady shared a letter of resignation from Tom Lynch who is resigning from the WRHSAC.

<p><b>Motion:</b> Linda Moriarty moved to add the following to the official minutes of this meeting: Tom Lynch has been a real asset to the Council and a great Vice Chair who has always supported the work of the Council. On behalf of the Council, thank you for all you have done and we wish you good luck. Carolyn Shores-Ness seconded. Motion enthusiastically passed unanimously</p>
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Tom Lynch introduced Monica Wynne as the new Director of Security at Baystate Health Center

**Spontaneous Unaffiliated Volunteer Training**

Sandra Martin gave a presentation of the Spontaneous Volunteer Management System: Module 1: Awareness. She reported doing lots of outreach and continuing to book trainings. They would like to do at least 5 more. There are 3 modules in the training. Sandra presented the 15 minute orientation and awareness training. They can also do a 1 hour and a 2 ½ hour session. They have received good feedback from the trainings, so far, and have incorporated some suggestions into the training materials. Sandra brought copies of two handouts: 1. a Volunteer Reception Center Pocket Guide designed to be folded and to easily fit in a person's pocket, and 2. Spontaneous Volunteer Management System Plan Template, which will be added to the WRHSAC website.

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**Updates from Disciplines**

- FIRE: There was a tech rescue training at Mt. Tom quarry. A good location for future training sessions.
- Twelve fire chiefs travelled to Washington, DC recently. They met with staff of Massachusetts Congressional representatives and senators. They expressed concern that the Homeland Security budget would receive a significant cut in President Obama's proposed FFY17 budget.
- POLICE: Chief Paciorek said there is \$68 million for a statewide build-out of the 800 radio system. A study is underway to assess what it will take to upgrade radios across the state and bring all users onto the same interoperable system.
- EMS: Linda Moriarty reported that there will no longer be new construction paid for with State 911 grant funds. She also said there is still no statewide OEMS director and there is uncertainty as to when or if the position will be filled. The State Senate releases its FY17 budget today. Need an increase to \$900 million figure. If not, an amendment will be offered and she would appreciate Council members' support for that amendment.
- EMD: MEMA hurricane conference coming up on May 26th.
- PUBLIC HEALTH: Ed Lesko stated that mosquito season is here and we should be aware of the Zika virus. Be prepared and careful with mosquito control. If using repellent with DEET, remember it is toxic to the body, so wash well after use.
- TRANSPORTATION: No update was given.
- DPW: No update was given.
- CORRECTIONS: No update was given.
- COMMUNICATIONS: Melissa Nazzaro reported on the SIEC meeting. MA tactical communication plan update is completed and will be voted by SIEC in June. There will be COM-L and COM-T classes held at DFS in Stow, MA. COM-L will be September 20-22 and COM-T will be October 3-7. On May 31<sup>st</sup> there will be an aviation communications meeting @ MEMA for helicopter operators to discuss communications issues.
- HOSPITALS: No update was given.
- LOCAL GOVERNMENT: Carolyn Shores Ness stated that she is still receiving positive feedback from the Active Shooter Symposium. Cyber Security is an issue they are concerned with for local government.

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- Massachusetts State Police (MSP): No update was given.
- MEMA: No update was given.
- EOPSS: No update was given.

**Planning/Pandemic Flu:**

Linda Moriarty reported that Pioneer Valley Planning Commission and Hampden County Public Health have not been able to secure a commitment from Westfield State University about locating a regional shelter on campus. Given the timing, funding has been returned.

A request was received from Franklin County for MACC equipment – laptop, portable wall, printer, hotspots and office supplies. The committee decided to bring the request to the full Council for discussion. Raine gave overview of the MACC project to-date. Original Franklin County request was for \$5,000. Subcommittee removed some items from the list, such as the office supplies. Should the Council set up a list of fundable items for MACCs? Or should they each come with a request to be justified? It would be difficult for the towns to spend money on MACC supplies without going through town meeting appropriation process. Franklin REPC is considering adding a yearly fee request to towns to create a fund for MACC equipment and supplies.

Suggestion made to fund such requests up to a specific dollar figure. Another suggestion that there are other possible funding sources and towns need to commit money to support the MACC, if they really want it to work. Consensus that Raine should create a list of standard items needed by a MACC to get up and running, as well as a suggested dollar amount to acquire the necessary items, and a protocol for requesting from the Council. Bring back for a vote at the next Council meeting.

**Interoperability/Information Sharing:**

The Six Flags drill was well-attended last month. The full event will be held in September.

The WMLEC mobile communications trailer purchase is in process. The trailer is intended to fill gaps in WMLEC coverage. The trailer is towable by most SUVs. It can be taken to exercises or used as a stand-alone radio system. The trailer will be added to the WRHSAC resource list and will be available on request. It is flexible for interoperable connection to other systems, and is compatible with cache radios.

**Training and Exercises:**

Tom G reported that the training & exercise subcommittee met before the Council meeting and considered the following items:

The Pediatric Psychological First Aid training session on June 22<sup>nd</sup> is full with a waiting list of 40 people.

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The full scale exercise at Six Flags will be held in September. The AAR for the drill will be held on June 10<sup>th</sup>. Six Flags was a great host for the drill and we look forward to working with them again in September.

The Northern Berkshire REPC requested funds for an active shooter full scale exercise and the subcommittee supports the request.

**Motion:** Tom Grady moved to approve \$3,500.00 for the Northern Berkshire REPC Active Shooter exercise. Carolyn Shores Ness seconded. Motion passed unanimously.

**Equipment/PPE:**

Raine noted the CAMET equipment purchases were completed last month with \$4.49 returned to the Council after all project costs were paid.

**CBRNE/IED:**

Mark Babineau reported the subcommittee met and discussed FFY14, FFY15, and FFY16 funding possibilities at the last meeting. He will present the FFY16 recommendations during the investment plan discussion later in the meeting.

**Fiduciary Report**

Raine stated that Brenda Codella left the FRCOG for a new position at UMass. FRCOG is working to fill the position ASAP.

*FFY14 Unallocated Funds*

Raine gave a report on the FFY14 unallocated funds. \$10,486.56 needs to be spent by the end of July, 2016. Discussion of ideas that would be feasible to purchase in the available timeframe followed. Bob Hassett suggested buying high pressure misters for hot weather events to prevent heat-related health issues. About \$5,000 each, 10'x10', and easily deployed. Another idea brought forward is a fit tester for respirator use. Council bought four a long time ago. The fit-testers cost just over \$11,000 each.

**Motion:** John Paciorek moved to purchase two misters at \$10,000. Ed Lesko seconded.  
**Discussion on the motion:** will both misters be located in Springfield? They can be located anywhere in western MA. Motion passed with Bob Hassett abstaining.

*Travel Request*

Pan Flu/Planning subcommittee asked Raine to research possible trainings relative to countering violent extremism. She found a symposium happening in Washington, D.C., next week that will cost about \$2,000 for her to attend and bring back information to the Council. Cost can be paid from FFY14 M&A.

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**Motion:** Linda Moriarty moved to approve spending up to \$2,000.00 for Raine to attend the symposium in Washington, D.C.. Carolyn Shores Ness seconded. Motion passed unanimously.

**Old Business**

*Remote Meeting Attendance*

Tom Grady opened discussion about adopting remote meeting attendance pursuant to the Massachusetts Open Meeting law. Concern expressed that more members would choose to participate remotely and the Council would lose the benefit of face-to-face discussions. Consensus was reached that Council should keep the status quo and not approve remote participation at this time.

**New Business:**

*Equipment Request from Springfield Police Department*

Springfield Police Department is requesting funding for the purchase of a Bearcat for \$316,984 as outlined in the handout. Officer Elliot explained the reasons for the request. The city has no other identified funding source. WRHSAC funding would have to be from FFY16 funds or the statewide competitive grant as FFY15 funds are completely allocated. Bearcats are on the controlled equipment list. It will take a lot to prove that the expense is justified if using homeland security funding. It cannot be used for crowd control purposes.

**Motion:** Carolyn Shores-Ness moved to approve in theory the Springfield Police Department's request of funding for a Bearcat. John Paciorek seconded.

**Discussion on the motion:** Do we anticipate that other requests for Bearcat funding will come forward? Probably. Is this the only vehicle that will work? Because of its versatility it is the vehicle of choice to support a tactical support unit. Any other suppliers? It would have to go through a competitive bid process, so all suppliers would have a chance to bid. Concern that the price tag is too high, even as an application for the competitive grant funds. Would not want to see this application water down other Council requests in the competitive grant process.

**Linda Moriarty called the question of approval of the request in theory.**

**Motion passed with 9 in favor and 2 opposed.** There were no abstentions.

*FFY16 Investment Plan and Competitive Grant Discussion*

Raine explained EOPSS' plan for FFY16 to allocate 80% of normal funding for each region with the remaining 20% going into a fund for statewide competitive grants that any regional council may apply for. \$749,052 is allocated for WRHSAC with the usual process for the creating the investment plan. \$768,416 is available in statewide competitive grants. By June 23<sup>rd</sup> we need full project justifications for each individual competitive request with awards made in the beginning of August. Then the full investment plan is due in late August.

Competitive grant projects can be tiered. A full request at a higher dollar amount with a lesser amount to do a smaller project that will also work. This approach gives EOPSS flexibility to approve more projects.

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There are a few known multi-council projects. One council will be the lead for each project.

Raine prepared a handout with possible grant ideas generated by subcommittees, though it does not include the T&E committee as it met earlier this morning.

The Council discussed various funding scenarios for the regular funding investment plan. Then Raine described various ideas for competitive grant projects generated by Council subcommittees.

**Motion:** John Paciorek moved to put the WMRIC Hampshire Hills project @ \$181,606 on the list for competitive grants. Linda Moriarty seconded.

**Discussion on the Motion:** Melissa Nazzaro explained the project request to finish the Hampshire Hills build-out which to date has been a phased approach project.

**Motion passed unanimously.**

**Motion:** Carolyn Shores Ness moved to request the Tech Rescue Structural Collapse training project entire amount at \$315,000. John Pond seconded.

**Discussion on the Motion:** Team has over 70 members. This is the next step in training the west and central teams. This topic is also being discussed by the northeast and southeast councils. Question of whether or not we spent all money allocated for tech rescue training. Yes we have. We currently do not have this rescue capability in western Massachusetts.

Melissa Nazzaro suggested amending the motion to include the four regional councils project if that is the direction in which the state decides to go. Carolyn Shores Ness and John Pond agreed to the amendment.

**Motion passed unanimously.**

**Motion:** Mark Babineau moved to approve the request for tech rescue equipment at \$136,800. Carolyn Shores Ness seconded.

**Motion passed unanimously.**

A question was raised about M&A and where it comes from. The FRCOG will have a conversation about it before next week's chairs conference call.

Discussion about the remaining requests and which to choose to submit followed.

**Motion:** Tom Grady moved to request all the remaining competitive grant funding, \$135,010, for statewide active shooter training. Linda Moriarty seconded.

**Discussion on the motion:** Discussion about creating a back-up list of projects. Consensus was that there will be no back-up list. Either the Council gets the funding or it doesn't.

**Motion passed unanimously.**

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Discussion then turned to the FFY16 known funding allocation for the WRHSAC.

Recommendations by subcommittee are as follows:

- CBRNE: \$30,000 for D4&5 hazmat team training
- Interops: \$150,000 for WMLEC continued system gap solutions, including WMLEC VHF project; \$75,000 for WMRIC interoperability consultant.
- Pan Flu/Planning: \$60,000 for Children in Disasters; \$50,000 for MACC Phase V; \$55,000 for CVE; \$10,000 for regional sheltering in Hampden County
- T&E: \$120,000 total spread across eight categories with \$15,000 per category.
- FRCOG Program Support at \$84,000

\$115,000 remains to be allocated. Raine noted this does not need to be allocated now; the Council can wait awhile to finalize the plan. Chief Babineau asked to keep the tech rescue training project on the table in case the competitive grant fails.

**Business Unforeseen by Chair**

a)

**Motion:** Carolyn Shores Ness moved to recommend Ann Shea to EOPSS for appointment as the hospital representative to the WRHSAC. Chief Babineau seconded.  
**Motion passed unanimously.**

b) Six Flags media relations manager has asked for 34 firefighters to be at the opening of a new superman virtual ride at the park. They also want fire trucks visible in the parking lot.

**Next Steps/Future Meetings**

The next meeting of the Western Regional Homeland Security Advisory Council will be held on Tuesday, June 21, 2016 at 10:00 am at WMEMS in Northampton.

There being no further business John Paciorek moved to adjourn. Tom Lynch seconded. Voted unanimously in favor.

The meeting adjourned at 12:30pm.

Respectfully Submitted by  
Robert Dean  
Franklin Regional Council of Governments