

**Western Regional Homeland Security Advisory Council
Training and Exercise Subcommittee Meeting Minutes
November 15, 2016, 9:15 am
168 Industrial Drive, Northampton, MA**

Present: Raine Brown (FRCOG), Tom Grady (BCSO), David Cruz (EOPSS), Tracy Rogers (FRCOG), Ann Shea (MMC), Sandra Martin (BCBOHA), Monica Wynne (Baystate Health), Ed Lesko (HPHPC), Jeanne Galloway (HCHC), Gail Bienvenue (MDPH), John Pacoriek (WMPCA), Robert Hassett (Springfield EMD), Ann Dunne (FRCOG)

This meeting is audio recorded

Chairman Tom Grady called the meeting to order at 9:16 am.

A round of introductions followed.

Minutes

The committee reviewed the minutes from the October 18, 2016 meeting

Motion: Sandra Martin moved to approve the minutes from October 18, 2016. Motion was seconded by Ed Lesko. Motion passed unanimously.

FFY15 T&E Projects

2016 Exercise Series

Raine Brown received a draft of the AAR and shared a picture book of photos taken during the Six Flags Exercise.

Med Response to Bombing Incidents

The training took place on November 3 & 4, 2016 at the UMASS Campus Center.

The training was well attended, but Raine felt it was less focused on the medical response to bombing incidents and more on the reasoning behind such actions.

Budget Review

FFY 15 T & E Balance

Raine gave an overview of the FFY15 budget and reported that there is \$52,831.00 left to be spent by July 2017. The FFY16 budget is \$250,000.00, and the requests are included in the handout.

Old Business

Policy for reviewing T&E Requests

Raine provided a summary in the handouts, including a scoring sheet developed by Sandra Martin to bring consistency to the review process. After a lengthy discussion concerning the core capabilities matching our investment areas, it was noted if you hit our investment areas then you cover a core capability. National Preparedness Core Capabilities must be identified in all WRHSAC projects.

**Western Regional Homeland Security Advisory Council
Training and Exercise Subcommittee Meeting Minutes
November 15, 2016, 9:15 am
168 Industrial Drive, Northampton, MA**

Tom suggested it is time for the subcommittee to decide on either to continue to accept and review requests or move towards the T&E identifying and setting the trainings we are going to fund. He noted that some Council's do not solicit requests, rather they make the recommendations on the investment areas with funding. Tracy Rogers suggested we incorporate a survey and send it to agencies and the various disciplines before setting priorities, to bring in their ideas.

Raine noted the AAR provided so much to build on, and thinks we should focus on smaller groups to engage people more in the acting opportunity, and to figure out a way to get more people invested in the training. Ed likes the PIO tabletop trainings, and we need more drills on how to enact a drill during training and to improve publicity. Tom asked if the subcommittee was going to consider requests on the table and going forward. Tom asked for a motion to make a decision and advised we let requesters know of our plans.

Motion: Sandra Martin made a motion to try a new approach by identifying training and exercises projects. Seconded by Ed Lesko.

Tracy would like the subcommittee to support the Shriners request; Sandra noted their request increased substantially on the second review making it too expensive. Raine suggested we amend the motion to include the current requests, as we need to respond to the requesters individually.

Sandra agreed and withdrew her motion

Tom asked the subcommittee to review all of the requests before making a motion on changing the process.

Requests for reconsideration.

Tactical Emergency Casualty Care – Northampton

Northampton EMS are requesting \$5,700 to hold a 2 day (16 hour) training course for 24 people. This is a warm zone operation which fills a recognized AAR gap.

Motion: Tracy Rogers made a motion to approve the funding, seconded by Ed Lesko. Motion was subsequently withdrawn following discussion.

After much discussion it was agreed to ask the EMS to broaden their request and to include more disciplines in their proposal. Tom would like EMS, Fire, SRT Team included in the proposal, as the current proposal is too isolated and restricted to one discipline only.

**Western Regional Homeland Security Advisory Council
Training and Exercise Subcommittee Meeting Minutes
November 15, 2016, 9:15 am
168 Industrial Drive, Northampton, MA**

Jeanne Galloway asked the subcommittee to review all of the requests first before making a motion.

The subcommittee agreed to postpone making a decision on this request until Raine has an opportunity to discuss the changes with EMS.

It was agreed to look at all the requests first before making a motion.

SWAT Update Training – FCSRT

The SWAT team is seeking another source of funding.

Shriner’s Hospital Fullscale Exercise

Sandra suggested giving them \$5,000.00, as their revised request is asking for \$19,450.00 which is not sustainable. Bob Hassett announced the Hospital is hiring an Emergency Manager and the Hospital Planning Team wish to put this request on hold, until they have time to discuss and receive input from the new Emergency Manager.

FCREPC Fullscale MCI Exercise

Sandra noted the subcommittee had already funded a FCREPC MCI Exercise and this was not a priority. Ed Lesko suggested we defer making a decision.

<p>Motion: Ed Lesko made a motion to deny all requests on the table and move to the new method of the subcommittee and WRHSAC determining future training. Seconded by Sandra Martin. Motion passed by a majority with one opposed.</p>
--

WMTRT MOBEX request

No discussion.

BRPC Mass Sheltering FNSS & Addiction Training request

No discussion.

**Western Regional Homeland Security Advisory Council
Training and Exercise Subcommittee Meeting Minutes
November 15, 2016, 9:15 am
168 Industrial Drive, Northampton, MA**

New Business

Sandra asked about the TEEEX EOC Training which the Council previously brought in and hosted in northern Berkshire County. She suggested it be offered again and to rotate the location throughout the Western Region. She asked Raine to check if they are upcoming trainings possibly in March 2017.

Raine reported there are a lot of investment areas that need improvement, as highlighted in the AAR from the fullscale. We should review our investment areas taking their findings into consideration.

Tom would like to receive input from the subcommittees on investment areas for the next T&E meeting in December 2016, for further discussion.

Business Unforeseen by the Chair

None

Next Steps/Future Meetings

The next meeting will be Tuesday, December 20, at 9:15 am - 168 Industrial Drive, Northampton, MA.

There being no further business Tom moved to adjourn. Tracy seconded.

Voted unanimously in favor.

The meeting adjourned at 09:55 a.m.

List of Documents Reviewed at the Meeting

- T&E Subcommittee Minutes from October 18, 2016 Meeting
- WRHSAC T&E Spending by Investment Area FFY2013-FFY15
- WRHSAC T&E Subcommittee 11/15/16 Budget & Request Detail
- Training and Exercise Proposal Assessment 2016 by Sandra Martin
- Summary of T&E Subcommittee Members Policy to Appropriate Funds
- Tactical Emergency Casualty Care (TECC) Application
- WM Technical Rescue Team Application
- Shriner's Hospital – Active Shooter Training and Exercise Plan- August 2016-May 2017
- FCREPC MCI Exercise Application
- BRPC application on behalf of WAG
- Mass Care Training and Exercise Proposal FFY15_ 2016

Respectfully Submitted by

**Western Regional Homeland Security Advisory Council
Training and Exercise Subcommittee Meeting Minutes
November 15, 2016, 9:15 am
168 Industrial Drive, Northampton, MA**

Ann Dunne
Franklin Regional Council of Governments