

**Western Regional Homeland Security Advisory Council  
Training and Exercise Subcommittee Meeting Minutes  
December 20, 2016, 9:15 am  
168 Industrial Drive, Northampton, MA**

**Present:** Raine Brown (FRCOG), Tom Grady (BCSO), David Cruz (EOPSS), Ann Shea (MMC), Jeanne Galloway (HCHC), Gail Bienvenue (MDPH), Mark Maloni (FRCOG), Ann Dunne (FRCOG), Jon Davine (Northampton Fire Dep.)

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 November 15, 2016 meeting

<p><b>Motion:</b> Ann Shea moved to approve the minutes from November 15, 2016. Motion was seconded by Jeanne Galloway. Motion passed unanimously.</p>
--

**FFY15 T&E**

Raine Brown noted there are currently no active FFY15 T&E projects.

**Budget Review**

***FFY 15 T & E Balance***

Raine reported the Six Flags Series cost less than estimated, bringing the FFY15 T&E balance to \$73,556.00 to be spent by July 2017.

***FFY 16 T & E Budget***

The FFY16 budget remains unchanged, and is ready to be spent.

**Old Business**

***TEEX EOC Planning & Operations Training***

At last month's meeting, Sandra Martin had asked that the committee bring the TEEX EOC Planning and Operations Training to the region. Raine noted this training needs to be approved by MEMA so she had discussed its availability with MEMA. The earliest it can be offered is the fall of 2017, which means it would need to be funded utilizing FFY16 funds. The cost estimate for 30 participants is \$8,500.00 approx. Tom Grady asked to wait until Sandra is in attendance at the January meeting to make a decision.

**Western Regional Homeland Security Advisory Council  
Training and Exercise Subcommittee Meeting Minutes  
December 20, 2016, 9:15 am  
168 Industrial Drive, Northampton, MA**

***Review of T&E recommendations from AARs, etc.***

The subcommittee reviewed the handout, and noted the training recommendations identified by the report. Several projects are of interest: TEEX's trainings and shelter training were both discussed at the recent Planning & Pan Flu meeting. Mark Maloni noted the HMCC will be bringing an FNSS training specific to shelters to the region in May. Tom Grady suggested the subcommittee review the list and come with some specific recommendations for the next meeting.

**FFY2017 Investment Plan**

No updates

**New Business**

Jon Davine – Northampton Assistant Fire Chief presented his proposal for funding of the following: “Responding to Homemade Explosives Clandestine Lab Workshop”. The training would be specifically for District 4 and 5 Hazardous Materials Response Teams. The estimated cost for 50 fire personnel participants is \$21,000.00. The request would be funded from FFY2015 allocation for training for the regional teams.

<p><b>Motion:</b> Ann Shea moved to approve \$21,000.00 from FFY2015 Regional Hazmat Team Training to fund the request as presented by Jon Davine. Motion was seconded by Jeanne Galloway. Motion passed unanimously.</p>
---

Raine informed Jon that she will seek final approval from EOPSS. She noted this training will need an EHP once the course location is determined. Jon is hoping to use MEMA Office in Agawam for the classroom portion and another location to destroy class demonstration materials. He will let Raine know once locations are determined. Classes will be conducted in April 2017.

**Business Unforeseen by the Chair**

None

**Next Steps/Future Meetings**

The next meeting will be Tuesday, January 17, 2017, at 9:15 am - 168 Industrial Drive, Northampton, MA.

There being no further business Tom moved to adjourn. Jeanne Galloway seconded.

Voted unanimously in favor.

The meeting adjourned at 09:40 a.m.

**Western Regional Homeland Security Advisory Council  
Training and Exercise Subcommittee Meeting Minutes  
December 20, 2016, 9:15 am  
168 Industrial Drive, Northampton, MA**

**List of Documents Reviewed at the Meeting**

- T&E Subcommittee Minutes from November 15, 2016 Meeting
- WRHSAC T&E Investment Plan -FFY15
- WRHSAC T&E Subcommittee Training Recommendation and Investment Areas
- Email from Sandra Martin dated 12/15/16
- WMD Workshop Proposal from Jon Davine- Northampton Fire Dept.

Respectfully Submitted by  
Ann Dunne  
Franklin Regional Council of Governments