

**Western Regional Homeland Security Advisory Council
Training and Exercise Subcommittee Meeting Minutes
January 17, 2017, 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), Tracy Rogers (FRCOG), Bob Laford (EM UMASS), John Pacoriek (WMPCA), Carolyn Shores Ness (Deerfield BOS/BOH), Sandra Martin (BCBOHA), Pat Carnevale (MEMA), 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 December 20, 2016 meeting.

<p>Motion: Carolyn Shores Ness moved to approve the minutes from December 20, 2016. Motion was seconded by Tracy Rogers. Motion passed by a majority. Tracy abstained.</p>

FFY15 T&E

No active projects.

Budget Review

FFY 15 T & E Balance

Raine reported the budget balance of \$72,970.00 to be allocated and spent by end of July 2017.

FFY 16 T & E Budget

The FFY16 budget of \$251,052.00 is available and ready to be spent by end of July 2018.

Old Business

TEEX EOC Planning & Operations Training

Raine reported that EOPSS and MEMA have approved this project. The earliest it could occur is during fall 2017, so it would require using FFY16 funds. The cost estimate for 40 participants over the 3 days is \$8,500.00.

Review of T&E recommendations from AARs, etc.

The subcommittee discussed future possible trainings upon review of gaps in recent AARs. Below is a list of ideas, and cost estimates. It is suggested to use FFY15 funds and explore conducting these trainings before the end of July this calendar year.

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- Pediatric Psychological First Aid Training - hold in Berkshire or Franklin County - \$18,000.00 approx.
- DPW GPS refresher annual training – \$ 8,000.00 for two sessions - offered regionally. Raine will contact Tom Lozier regarding his availability to conduct this training. The training would assist towns in identifying their culverts and to plan a maintenance schedule. It could help towns with debris management planning.
- TEEEX Wide Area Search & Rescue Three (3) day training - \$25,000.00. Currently MEMA is offering the TEEEX Wide Area Search training in Eastern Mass. Raine notes she learned of this during the Statewide Training & Exercise Working group meeting. She noted that Jeff Tedesco, Training Coordinator, MEMA, is supportive of offering the course in western Mass. Raine will follow up with Jeff Tedesco/MEMA regarding a timeframe to bring in the training.
- Stop the Bleed Campaign Training and Tourniquets
This campaign began after the Boston marathon bombings and offers training to EMS and Law Enforcement on treating victims on site. We could provide the tourniquets as a handout to participants. Kits range in price and cost.
- ICS Communications – Raine will check with Department of Fire Services regarding everyday ICS Training.
- Rescue Task Force Training – co-ordination between law Enforcement and EMS. The committee asked Raine to contact Eric Stratton or Amalio Jusino regarding some possible trainings.

Tom asked the subcommittee to come to the next meeting with some solid ideas for use of the FFY15 funds.

Raine asked the subcommittee for guidance on how to proceed with requests for large regional exercises, such as the possible request which may come from the Northwest Massachusetts Incident Management Team for an exercise coming up in the fall of 2017. Tom noted that for anything related to the IMAT teams he would like to see it go to MEMA first, and then MEMA can reach out to WRHSAC to request assistance. Raine asked about other large exercise that would benefit from WRHSAC participation. Discussion ensued.

Raine noted she attended the Statewide T&E meeting, and reported the committee will be set up an online exercise calendar which will sit on MEMA's website. This calendar will be accessible to state and local agencies.

FFY2017 Investment Plan

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Raine noted the deadline to submit a FFY17 preliminary project list is mid-February, and the final list is due to EOPSS by mid-March 2017. EOPSS expects it to be level funded, and should be issuing guidelines by the end of the month. The funds would run through July 2019, and we expect to receive approximately \$900,000. The subcommittee also talked about developing a survey to determine training needs in our area.

New Business

None

Business Unforeseen by the Chair

None

Next Steps/Future Meetings

The next meeting will be Tuesday, February 21, 2017, at 9:15 am - 168 Industrial Drive, Northampton, MA.

There being no further business Tracy Rogers moved to adjourn. Sandra Martin 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 December 20, 2016 Meeting
- WRHSAC T&E Investment Plan -FFY15
- WRHSAC T&E Investment Plan- FFY16
- WRHSAC T&E Subcommittee Budget Balance FFY15 and FFY16.
- Training Recommendation and Investment Areas

Respectfully Submitted by
Ann Dunne
Franklin Regional Council of Governments