

**Western Regional Homeland Security Advisory Council
Training and Exercise Subcommittee Meeting Minutes
April 18, 2017, 9:15 am
168 Industrial Drive, Northampton, MA**

Present: Raine Brown (FRCOG), Tom Grady (BCSO), Jeanne Galloway (HCHC), Bob Laford (EM UMASS), Carolyn Shores Ness (Deerfield BOS/BOH), Allison Hope (BCBOHA), (Dennis Annear (NWMIMT), Bob Barry (MEMA), Jon Hartenbaum (MEMA), Sandra Martin (BCBOHA), Nicholas DaDalt (EOPSS), Greg Lewis (FRCOG), Chris Bouchard (DPW), Ann Dunne (FRCOG).

This meeting is audio recorded.

Chairman Tom Grady called the meeting to order at 9:15 am.

A round of introductions followed.

Minutes

The committee reviewed the minutes from March 21, 2017 meeting.

<p>Motion: Jeanne Galloway moved to approve the minutes from March 21, 2017. Bob Laford seconded the motion. Motion passed unanimously.</p>
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Budget Review

FFY15 T&E –

Raine reported the funds are fully allocated, however she anticipates that approximately \$10,000 will be returned from the Wide Area Search training. She asked the subcommittee to make a decision regarding the funds and noted they could be used towards training or returned to the Council to purchase equipment.

Northwestern Massachusetts Incident Management Team (NWMIMT) is currently funded out of FFY2016, however since the trainings will be completed prior to the end of FFY2015 grant, the training could be covered by the remaining FFY2015 funds, or could be used as an expenditure between both FFY2015 and FFY2016 to balance 15 to zero.

FFY15 T&E –

- a. Pediatric Psychological First Aid – The PO is in place and Raine is coordinating the final date/location details to take place in Berkshire County sometime in June. This training can accommodate 100 people.
- b. TEEX Wide Area Search & Rescue. – This is a three-day training, being held on Tuesday, June 6 - Thursday, June 8 at UMass Amherst Police Department. Registration will open later this week.

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- c. Tourniquet/Stop the Bleed Training- The first session will be held on Wednesday, May 17, 2017, with Hampshire College as the possible location. The course size is limited to 100. This training will prepare first responders to correctly use tourniquets and prepare them to train colleagues and the public on the correct use of tourniquets. The second session will be held on Tuesday, June 13, 2017 in Berkshire County.
- d. Warm Zone Rescue/Triage Training – EOPSS has approved the project, and the training will take place in the Pioneer Valley. If successful, the committee may want to consider a second session in Berkshire County, using FFY16 funds. The 2-day training can accommodate up to 75 participants.
- e. The GPS Training will be held on June 14, 2017 at the Transit Center in Greenfield. As discussed, the training will be focused on DPW needs, participants will be encouraged to bring their Council purchased GPS systems for practice and programming.

FFY16 T&E

- a) TEEX EOC Operations & Planning- This training will take place in Greenfield at the Transit Center on Sept. 18-20, 2017. The course can accommodate 42 students. The target audience is the Franklin County and Hampshire County MACC, and others who may be participating in the MOBEX exercise in October.

Because the training overlaps with our scheduled Sept 19 meeting, a discussion was held to consider moving the meeting date to Sept 12, 2017.

- b) NWMIMT Position Specific Training – \$5,456.00 was approved at the last meeting to allow four members of the NWMIMT team to attend the All Hazard Incident Management Team Specific Courses at the North Shore in spring 2017.

Old Business

- a) Operational ICS Training – The handout provided a review of the 2-day training course for IMTC and NIMS, and is targeted at mid-senior level first responders. Raine is ready to conduct a RFP, on approval by the subcommittee. Multi-offerings of the course could be available, depending on the cost. This training fills an identified gap as recognized in the Six Flags AAR.

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- b) Disability Awareness Training – Raine is researching other training opportunities to meet the needs of first responders, apart from the course available from Niagara University, NY. The challenge is finding training that meets the needs of disability awareness separate from sheltering training.

- c) Active Shooter Symposium follow-up – Raine reported she had a discussion with SSRA Julia Cowley in Springfield regarding follow up to the Active Shooter Symposium. The evaluations from the symposium showed participants had a high interest in hearing more about behavioral analysis (BA). Agent Cowley previously worked at Quantico in the Behavioral unit. She noted a full BA presentation would take about 3 hours. To bring the conference to a full day, she could review threat assessment/ threat interview and follow up procedures. The training would likely be law enforcement centric. The subcommittee discussed making the content applicable to human resources and offering a PIO communication session during the day. Raine suggested November 2017 as a possible time frame for the training. Raine will take the suggestion to Agent Cowley and return with more information next month.

- d) Mental Health First Aid – Raine researched courses on the Mental Health First Aid website. There are several targeted modules: Public Safety, Youth, and Adult. She made contact with two different facilitators, one in Connecticut and the other in New Hampshire. The cost per person varies at \$40.00 for the CT facilitator, and \$17.00 per person from the other. We could provide a cost effective training, by using a conference room at no cost, and providing lunch. Raine will continue her research, with a focus to conduct a day long training session in the fall.

- e) TEEEX Pediatric Disaster Response Training – The training is planned for Jan/Feb in 2018. Jon Hartenbaum indicated he believes it is also on the schedule. Raine will check with Jeff Tedesco.

New Business

- a) UMass Reunification Training Request – Bob Laford researched available trainings, and likes the ‘I Love You Guys Foundation’ plan. They are available to provide training in the area, and the proposal is for a one-day training to include a tabletop exercise.

<p>Motion: Bob Barry moved to approve the allocation of \$10,000.00 for the training as presented, to be held at UMASS for 95-100 participants. Sandra Martin seconded. Motion passed unanimously.</p>

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Raine noted the training is in line with the soon to be rolled out WRHSAC Family Reunification Plan Template. Bob Laford noted that in initial discussions with the foundation they are willing to adjust their training to reflect WRHSAC's our reunification plan. Raine noted if UMASS adopts our plan and is able to encourage other colleges and school to do the same, we would have an incredible common operating picture in regards to reunification in Western Mass. It was suggested to reach out to the other colleges to hold more sessions since there will be an incredible amount of interest in the training. Currently schools use the MSP plan if they have a plan at all.

<p>Motion: Carolyn Shores-Ness made a motion to have Raine partner with Bob Laford (EM UMASS) to conduct outreach to other colleges to host more trainings. Sandra Martin seconded the motion. Motion passed unanimously.</p>
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There was some discussion about a train the trainer session.

- b) Online Shelter Training – The main developer provided a cost analysis of \$22,000.00 to fix the glitch with the sheltering training online format. Raine will go through the process to confirm the problem, as it seems some of the modules are freezing. It could be due to the software not keeping up with browser updates.

The subcommittee agreed to move the meeting time to 9am, at the request of Sandra Martin, to allow more time for discussions.

The subcommittee will prioritize some exercises and give Raine some specific solid ideas to review with goals and objectives.

Business Unforeseen by the Chair

The subcommittee will wait on rescheduling the September meeting, until after the WRHSAC meets today, and decides on their meeting date.

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Next Steps/Future Meetings

The next meeting will be Tuesday, May 16, 2017, at 9am - 168 Industrial Drive, Northampton, MA.

There being no further business Sandra Martin moved to adjourn. Carolyn Shores Ness seconded. Voted unanimously in favor.

The meeting adjourned at 10:02AM

List of Documents Reviewed at the Meeting

- T&E Subcommittee Minutes from March 21, 2017 Meeting
- WRHSAC T&E Investment Plan -FFY15
- WRHSAC T&E Investment Plan- FFY16
- Wide Area Search Flyer
- Operational ICS Training-scope of work.
- UMASS Reunification Training Application
- SRP/SRM Basic Seminar – course details

Respectfully Submitted by
Ann Dunne, Franklin Regional Council of Governments