

**Western Regional Homeland Security Advisory Council
Training and Exercise Subcommittee Meeting Minutes
October 17, 2017, 9:00 am
Hatfield Fire Department
3 School Street, Hatfield, MA**

Present: Raine Brown (FRCOG), Tom Grady (BCSO), Steve Gaughan (EMS), Ann Shea (Mercy Medical), Jeanne Galloway (HCHC), Mary Kersell (NWMIMT), Monica Wynne (Baystate Health), Nick DaDalt (EOPSS), Ann Dunne (FRCOG).

This meeting is audio recorded.

Chairman Tom Grady called the meeting to order at 9:00am.

A round of introductions followed.

Minutes

The committee reviewed the minutes from September 12, 2017 meeting.

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| <p>Motion: Steve Gaughan moved to approve the minutes from the September 12, 2017 meeting. Ann Shea seconded the motion. Motion passed by a majority with two abstentions.</p> |
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Budget Review

Raine reported that some FFY16 projects came in under budget, leaving some funding resources. The Planning Pan Flu subcommittee transferred \$40,000.00 to the T&E subcommittee, to be used towards CVE related training. The subcommittee has until July 2018 to spend the funds.

FFY16 T&E

a. **TEEX EOC Operations & Planning - Sept. 18 - 20, 2017**

The training was very successful and the participants expressed an interest in the Enhanced Sports and Special Events Incident Management Training. The subcommittee expressed an interest in supporting the training, and Raine suggested either the Big E or Tanglewood as suitable relatable venues to host it, with the ability to accommodate some breakout sessions in two separate rooms. Tom Grady will check if Tanglewood is interested in holding such an event, and Jeanne Galloway will check availability and accommodation needs with the Big E. The cost to support this event for 40 people is \$6,000.00.

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| <p>Motion: Steve Gaughan moved to allocate \$6,000.00 to support the Enhanced Sports and Special Events Incident Management training. Mary Kersell seconded the motion. Motion passed unanimously.</p> |
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- b. **Reunification Training- October 25-27, 2017**
Registration is going well, while the UMass training is full, there are still some seats available at the Springfield College and Williams College sessions.
- c. **Operational ICS Training** – Raine is working with the facilitator, and anticipated this training will take place in early spring 2018.
- d. **Mental Health First Aid Training** – the October 6 training was well received, and the second session will take place on November 3, 2017 in Pittsfield.
- e. **Behavioral Analysis Targeted Violence Workshop** - December 14, 2017.
Raine is working on the details with FBI Special Agent Julia Cowley, and registration will open next week.
- f. **EMS Conference MCI Training-** October 19, 2017
Steve Gaughan reported that all of the disciplines are well represented. Steve shared the MCI index card, which will be distributed to all participants to use in the field. Tom Grady will deliver the opening remarks at the Conference.
- g. **TEEX Pediatric Disaster Response Training** – February 21 & 22, 2018
There are no additional updates; the training will take place at MEMA, Agawam, MA
- h. **Sheltering Exercise** – Raine noted the MOU for contracts with FRCOG & BRPC are in process. The FRCOG will facilitate the exercises for Franklin, Hampshire and Hampden Counties and the BRPC will facilitate the drills in Berkshire County.

Old Business: None

New Business: Pre –Hospital Trauma Life Support Course Request

Steve Gaughan received a request from Fire Chief Norris, Westhampton, asking the subcommittee to support a three-day workshop for 30 participants. Steve discussed the request with the EMS Regional Council which agrees with the need for the training, and asked the subcommittee if they were interested in supporting this training. The venue is not confirmed yet, but the Chief estimates the cost at \$350.00 per student.

After a brief discussion, Mary Kersell made the following motion.

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| <p>Motion: Mary Kersell moved to allocate up to \$10,500.00 to support the 3-day Pre-Hospital Life Support training. Steve Gaughan seconded the motion. Motion passed unanimously.</p> |
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Business Unforeseen by the Chair-

Raine Brown shared an email from Detective Robert Hanson from the Amtrak Police Department. Robert asked if the subcommittee is interested in participating in an Amtrak related exercise on Amtrak Rail Safe Training, to take place in May 2018 in the Springfield area. Raine will contact Robert for more details, and to determine the level of anticipated support requested.

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Mary Kersell issued a press release announcing, “The Commonwealth has assembled a joint team of emergency management personnel from the Massachusetts Emergency Management Agency (MEMA) and the Northwest Massachusetts Incident Management Team (NWMIMT) for a fourteen day deployment to Puerto Rico, to assist with response planning and logistics”.

Mary expressed how grateful the NWMIMT team is for the support and funding it has received from the Western Region Homeland Security Advisory Council, making such participation by the team possible.

Tom Grady asked for an after action report on lessons learned, to identify training gaps.

Next Steps/Future Meetings

The next meeting will be Tuesday, November 21, 2017 at 9am – Hatfield Fire Department, 3 School Street, Hatfield, MA.

There being no further business Jeanne Galloway moved to adjourn the meeting. Steve Gaughan seconded.

Voted unanimously in favor.

The meeting adjourned at 9:30am

List of Documents Reviewed at the Meeting

- T&E Subcommittee Minutes from September 12, 2017 Meeting
- WRHSAC T&E Investment Plan- FFY16
- Enhanced Sports and Special Events Incident Management
- Email from Detective Robert Hanson, Amtrak Police Department

Respectfully Submitted by
Ann Dunne,
Franklin Regional Council of Governments