

**Western Regional Homeland Security Advisory Council
Training and Exercise Subcommittee Meeting Minutes
February 20, 2018, 9:00 am
Hatfield Fire Department
3 School Street, Hatfield, MA**

Present: Raine Brown (FRCOG), Tom Grady (BCSO), Jeanne Galloway (HCHC), Tracy Rogers (FRCOG), Dennis Annear (NWMIMT), Caroline Shores Ness (Deerfield BOS/BOH), Bob Barry (MEMA), David Bryant (MEMA), Nick DaDalt (EOPSS), Monica Wynne (Baystate Health), Nancy Robinson (WM Food Bank), Andrew Morehouse (WM Food Bank/PV COAD), Allison Egan (BRPC), Brian Rust (Cooley Dickinson), Ann Shea (MMC), Ann Dunne (FRCOG)

This meeting was 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 January 16, 2018 meeting.

<p>Motion: Tracy Rogers moved to approve the minutes from the January 16, 2018 meeting. Jeanne Galloway seconded the motion. Motion passed unanimously.</p>
--

Budget Review

Raine reviewed the FFY16 budget, and noted the remaining balance of approximately \$30,000.00. FFY17 funds are now also under contract.

FFY16 T&E

- a. **Operational ICS Training** – March 27 & 28, 2018
- b. **TEEX Pediatric Disaster Response Training** – February 21 & 22, 2018
- c. **Sheltering Exercise Series**–
- d. **Special Event Incident Management** – June 11 &12 and June 20 & 21, 2018
Raine noted the change of dates.
- e. **Amtrak MCI Training** – May 2018 dates to be determined.
Raine is working on the logistics with Rob Hanson. They may include evening sessions to accommodate Fire and EMS personnel. Rob hopes to acquire a wrecked passenger rail car to use as part of the exercise.
- f. **Cargo Tank Training for first responders** – April 10 & 11, 2018
The training will be held at the Hatfield Fire Department.
- g. **Mental Health First Aid – Berkshire County & CISM**
The CISM training at GCC, on February 09, 2018 was well received, and Raine is arranging the date for the BC training.

**Western Regional Homeland Security Advisory Council
Training and Exercise Subcommittee Meeting Minutes
February 20, 2018, 9:00 am
Hatfield Fire Department
3 School Street, Hatfield, MA**

- h. **Emerging Threats Training** – March 15, 2018
The training is open to mid-senior level first responders.
- i. **Hazmat Team T-Merritt Training** – July 2018
The training is at the coordination stage.

Old Business: None

New Business:

- a. **Active Threat Integrative Response Course (ATIRC)** – early June
This is an EOPSS initiative, and EOPSS requested support from WRHSAC. While the course is free, funds to cover the food, and the facility and photography is estimated at \$10,000.00-12,000.00.

The ATIRC is a 3-day performance level direct delivery course designed to improve integration between law enforcement, fire, and emergency medical services (EMS) in active shooter events. The course is designed to accommodate 25 law enforcement officers and 15 fire and/or EMS personnel.

EOPSS chose to start this training in the western region, due to WRHSAC's reputation and success. The third day of actual field training will require a school, or college setting to make it realistic. WRHSAC will coordinate with MEMA & EOPSS on whom to invite, to achieve the specific ratio.

<p>Motion: Carolyn Shores Ness moved to support the Active Threat Integrative Response Course up to \$15,000.00. Tracy Rogers seconded the motion. Motion passed unanimously.</p>
--

The approved amount will be allocated from the FFY16 funds

- b. **Training Equipment.**
Bob Laford provided a list of various EMS equipment purchase options. After a brief discussion, Tom Grady asked the Council to review the list, and to relay their ideas to Raine.
- c. **COAD Exercise: Fall 2018.**
Tracy Rogers requested WRHSAC's assistance on behalf of the PV COAD to sponsor a tabletop exercise of the COADs Emergency Operations Plan (EOP). The tabletop exercise is geared towards new members who are not familiar with the plan and as a refresher for existing members. The exercise will be held in the fall. The estimated budget request is \$9,925.00.

**Western Regional Homeland Security Advisory Council
Training and Exercise Subcommittee Meeting Minutes
February 20, 2018, 9:00 am
Hatfield Fire Department
3 School Street, Hatfield, MA**

Motion: Carolyn Shores Ness moved to support the PV COAD tabletop exercise request of \$9,925.00 from FFY17 funds. Jeanne Galloway seconded the motion. Motion passed by a majority. One abstention.

MEMA offered their facility for the exercise.

d. Vigilant Guard- Massachusetts: November 2018

This is a multi-domain event with complex coordinated terrorist attacks incorporating direct physical and cyber-attacks impacting multiple sites in Massachusetts and threats to other sites across New England. The Western MA exercise will concentrate on the failure of the Harriman Dam in VT on November 6-8, 2018.

Vigilant Guard is not Homeland Security Exercise and Evaluation Program (HSEEP) compliant. If the Council chooses to fund local municipal participation, the evaluation services will require funding also. Carolyn Shores Ness suggested holding a tabletop exercise in advance for the communities along the Deerfield River. Dennis Annear and Carolyn are taking the lead at the local level to plan the tabletop exercise, which is still at the early stages of planning.

Business Unforeseen by the Chair - School Emergency Triage Training

Meg Burch, Conway School Nurse contacted Raine to asked if the Council might support this training for school nurses in the region. The goal is to provide school nurses with the knowledge, skills and training resources to lead school based Disaster Response Teams, and to perform triage in response to mass casualty incident (MCI) events. The National Association of School Nurses is sponsoring the training. It is a full day course, and will accommodate up to 100 people. The facility and food cost estimate is \$9,000.00. Tom requested that there be coordination with Deb Clapp as WMEMS is working on a regional MCI plan. It was also suggested that there be coordination with Public Health Nurses and HMCC. Raine will continue conversation with Meg and bring more to the subcommittee next month.

Raine suggested expending the remaining FY16 funds to purchase the Tech Rescue Equipment by July 2018, and to return the balance to T&E from Tech Rescue FFY17 funds.

Next Steps/Future Meetings

The next meeting will be Tuesday, March 20, 2018 at 9 am, Hatfield Fire Department, 3 School Street, Hatfield, MA

**Western Regional Homeland Security Advisory Council
Training and Exercise Subcommittee Meeting Minutes
February 20, 2018, 9:00 am
Hatfield Fire Department
3 School Street, Hatfield, MA**

There being no further business Carolyn Shores moved to adjourn. Tracy Rogers seconded.
Voted unanimously in favor. The meeting adjourned at 9:45am

List of Documents Reviewed at the Meeting

- T&E Subcommittee Minutes from January 16, 2018 Meeting.
- WRHSAC FFY16 State Homeland Security Program T&E Budget Report – 2/16/2018
- WRHSAC Regional Sheltering Exercise Series FFY2016, January 2018 Update.
- WRHSAC FFY16 Regional Exercise Series, BRPC, January , 2017 Status Update
- Considerations for Sports/Special Events Trainings in June
- The Active Threat Integrated Response Course (ATIRC)
- Vigilant Guard- Massachusetts
- Training Equipment Ideas
- COAD Exercise Fall 2018
- School Emergency Triage Training (SETT)

Respectfully Submitted by
Ann Dunne
Franklin Regional Council of Governments