

**Western Regional Homeland Security Advisory Council**  
**Meeting Minutes**  
**Tuesday, February 20, 2018, 10:00 am**  
**Hatfield Fire Department, 3 School Street, Hatfield, MA**

**Present:** Raine Brown (FRCOG), Tom Grady (BCSO), Carolyn Shores Ness (Deerfield BOS/BOH), Bob Hassett (Springfield CMED), Jeanne Galloway (West Spfld Public Health), Dennis Annear (NWMIMT), Michael Glisson (Granger Inc.), Monica Wynne (Baystate Health), Bob Barry (MEMA), John Dearborn (Longmeadow FD), Brian Rust (Cooley Dickinson), Nick DaDalt (EOPSS), Melissa Nazzaro (EOPSS), Adrian Santiago (EOPSS), Jeremy DeMar (Springfield Emergency Comm), Ann Shea (MMC), Tracy Rogers (FRCOG), Allison Egan (BRPC), Jamin Carroll (PVTA), Chris Bouchard (Beckett Highway), (Ann Dunne (FRCOG)

This meeting was audio recorded.

Chairman Thomas Grady called the meeting to order at 10:01 am, without a quorum.

A round of introductions followed.

**Approval of Minutes** - with a quorum present

The committee reviewed the minutes from the January 16, 2018 meeting. Ann Shea noted that Brian Rust represents Cooley Dickinson Hospital, and not Mercy Medical Center as recorded in the minutes.

<p><b>Motion:</b> Carolyn Shores Ness moved to approve the January 16, 2018 meeting minutes, as amended. John Dearborn seconded. Motion passed unanimously.</p>
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**Updates from the Chair** – Tom Grady thanked Chief Wynn for representing the Council at the Faith Based Training sessions in December 2017. The turnout was good, and Sheriff Donelan’s Office is facilitating another session on Feb 28, 2018.

Tom read a letter of appreciation from the Montgomery Fire Department, thanking everyone for all the assistance provided during the funeral services for Fire Chief Stephen Frye.

**Updates from Disciplines**

- FIRE: None
  
- POLICE: None
  
- EMS: None
  
- EMD: None.
  
- PUBLIC HEALTH: Jeanne Galloway noted we are still in the flu season.
  
- DPW: Chris Bouchard continues to work on requesting the Governor’s Office to release the approved funding to the municipalities for road related projects.

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- **CORRECTIONS:** Tom Grady noted the Sheriff's Office is working on educating the public on the Criminal Reform Bill.
- **COMMUNICATIONS:** Melissa Nazzaro reported on the upcoming COML class on April 9-11, 2018, in Harford, CT. The participants must have completed the updated ICS 100, 200 and 700. Melissa noted that AT&T First Net's contract with the Commonwealth is not in place yet, and Melissa will share the memo from the Undersecretary regarding the opt-in process.

Melissa noted there was a statewide conference call with Motorola and the Homeland Security Council fiduciary team to address the issues in moving forward with several projects.

- **HOSPITAL:** Ann Shea reported that Mercy Medical Center is holding a full-scale active shooter exercise on April 12, 2018.
- **LOCAL GOVERNMENT:** Carolyn Shores Ness thanked Raine for attending the MMA conference and for distributing the WRHSAC newsletter. Carolyn also noted that Jim Lovejoy, Berkshire County has agreed to become her alternate on the Council, and will start the approval process.
- Massachusetts State Police (MSP). None
- **MEMA:** MEMA launched a new emergency management plan for communities, and Bob Barry will be working with the communities to implement the plan. MEMA is also supporting several upcoming events in the region.
- **EOPSS:** Nick DaDalt noted the upcoming Vigilant Guard exercise.
- **TRANSPORTATION:** Jamin Carroll noted the PVTa is facing a budget shortfall.

**Planning/Pandemic Flu:** Ann Shea reviewed the projects with the Council.

- **Family Reunification Template:** The subcommittee continues to pursue National Conferences to present at, and have secured two presentations at National Conferences in the upcoming months.
- **MACC Phase V:** Due to insufficient interest, this project will not move forward. The Hampden County Sheriff's Office will continue to work with MEMA during an emergency, but they are not interested in pursuing the setup of a MACC. This leaves additional funds available from FFY16.
- **Functional Access Needs and Daily Response Guidance.** The project is approved, and Raine noted we could seek an extension on the FFY16 funds to achieve additional tasks in this project.

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**Interoperability/Information Sharing:** Bob Hasset noted the Command Pod Unit was not bench tested before shipment. On arrival, it was discovered that the inverter was not powerful enough to handle all the radios. The Technical Representative replaced the inverter, and the Command Pod is now operational. Once the Hovey Hill project is complete, it will improve CMED coverage in Eastern Hampshire and Hampden County.

**Training and Exercises:** Tom Grady reported there are two projects seeking approval by the Council.

**The Active Threat Integrative Response Course (ATIRC)**

<p><b>Motion:</b> Carolyn Shores Ness moved to support the Active Threat Integrative Response Course up to \$15,000.00. John Dearborn seconded the motion. Motion passed unanimously.</p>
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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 will accommodate 25 law enforcement officers and 15 fire or EMS personnel.

There are 3 sessions planned in the Commonwealth, with WRHSAC hosting the first session, due to its successful commitment to training.

**PV COAD Exercise: Fall 2018**

<p><b>Motion:</b> Carolyn Shores Ness moved to support the PV COAD exercise at \$9,925.00 from FFY17 funds. Ann Shea seconded the motion. Motion passed unanimously.</p>
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The tabletop exercise is geared towards new members who are not familiar with the plan and as a refresher for existing members.

Tom Grady mentioned we have several upcoming trainings in the next few weeks, and noted the benefit of the relationships developed with local colleges and institutions.

Nick DaDalt reported that the Vigilant Guard exercise in the Western Region will concentrate on the failure of the Harriman Dam in VT on November 6-8, 2018. The Vigilant Guard is not Homeland Security Exercise and Evaluation Program (HSEEP) compliant. Therefore if the Council sponsors local municipal participation, they will also need to provide the evaluation services. Dennis Annear and Carolyn Shores Ness are working on the planning stages for local participation.

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**Equipment/PPE:** None.

**CBRNE/IED:** John Dearborn gave an update on the ongoing trainings facilitated by Jon Davine. Raine is working with the Western and Central Teams to wrap up the purchase of equipment from the FFY16 competitive grant.

**Fiduciary Report:**

Raine reviewed the FFY16 projects, and noted there some outstanding T&E funds, and funds remaining from the Hampden MACC project. Raine noted we could request an extension by project only, or we could flip funding between FF16 and FFY17, and use the FFY16 funds now on the purchase of Tech Rescue equipment. The FFY18 investment plan was submitted to EOPSS for review.

**Old Business:**

*WRHSAC Communications Representative*

Bob Hassett introduced Jeremy DeMar to the Council. Jeremy has accepted the position of Director of Springfield Emergency Communications. Jeremy is interested in filling the WRHSAC Communications Representative position.

**New Business:**

*Request from Sheriff Nick Cocchi, Hampden County.*

Sheriff Cocchi requested funding to maintain and service the portable light towers generators, signboards and other Homeland Security devices that are stored by the four counties.

After a brief discussion, the following motion was made:

<p><b>Motion:</b> Carolyn Shores Ness moved to approved up to \$10,000.00 to repair the light towers and signboards. Bob Hassett seconded. Motion passed unanimously.</p>
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**Business Unforeseen by Chair:** None.

**Next Steps/Future Meetings**

The next Council meeting will be held on March 20, 2018 at 10:00 am at the Hatfield Fire Department, 3 School Street, Hatfield, MA

<p><b>Motion:</b> John Dearborn moved to adjourn. Carolyn Shores Ness seconded. Motion passed unanimously.</p>
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The meeting adjourned at 11:00am.

List of Documents Reviewed at the Meeting

- WRHSAC Council Meeting Minutes from January 16, 2018

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- WRHSAC Fiduciary Report : FFY16 Homeland Security Grant, 2/20/18
- WRHSAC: FFY16 Western Region Homeland Security Grant, 2/16/18
- WRHSAC: FFY16 West & Central Competitive Grant 2/16/18
- Letter from Sheriff Nick Cocchi, Hampden County

Respectfully Submitted by  
Ann Dunne, Franklin Regional Council of Governments