

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

Present: Raine Brown (FRCOG), Carolyn Shores Ness (Deerfield BOS/BOH), Kristen Jerome (Springfield CMED and representing Bob Hassett), Jeanne Galloway (West Springfield Public Health), Dennis Annear (NWMIMT), Michael Glisson (Granger Inc.), Monica Wynne (Baystate Health), John Dearborn (Longmeadow FD), Brian Rust (Cooley Dickinson), Nick DaDalt (EOPSS), Jeremy DeMar (Springfield Emergency Comm), Ann Shea (MMC), Tracy Rogers (FRCOG), Jamin Carroll (PVTA), Chris Bouchard (Beckett Highway), Jeff McDonald (MSP), Andrew Darpino (Granger Inc.) Paul Morrissette (East Longmeadow FD), Stephen Gaughan (EMS Rep/Hatfield FD), Gail Bienvenue (MDPH), Christine Howe (MAPC), John Pond (WMFCA), James Penniman (MSP), Ann Dunne (FRCOG)

This meeting was audio recorded.

In Thomas Grady's absence, John Dearborn called the meeting to order at 10:00 am.

A round of introductions followed.

Approval of Minutes -

The committee reviewed the minutes from the February 20, 2018 meeting.

<p>Motion: Carolyn Shores Ness moved to approve the February 20, 2018 meeting minutes as presented. Chris Bouchard seconded. Motion passed unanimously.</p>
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Updates from the Chair –

John Dearborn complimented Raine for the planning and organization of the successful Emerging Threats Training at the Eastern States Exposition.

Grainger Disaster Response

Andrew Darpino and Michael Glisson provided a copy of their Emergency Preparedness and Response Guide, and gave a presentation on their emergency preparedness capabilities and the wide range of services available to our communities.

Updates from Disciplines

- FIRE: John Pond reported on the success of the Holyoke Parade..
- POLICE: None
- EMS: Steve Gaughan noted the WMEMS Regional Annual Meeting is scheduled for April 12, 2018.
- EMD: None.

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- PUBLIC HEALTH: Jeanne Galloway noted the flu season numbers are returning to normal levels for this time of year. Jeanne is asking towns to participate and sign up for the PV Mosquito Control District.
- TRANSPORTATION: Jamin Carroll noted the continued budget crunch at the PVTA.
- DPW: Chris Bouchard is promoting Public Works Week and hopes to fill a highway truck with food to support the local food pantry.
- CORRECTIONS: None
- COMMUNICATIONS: None
- HOSPITAL: Ann Shea noted the Mercy Medical Center is holding a full-scale active shooter exercise on April 12, 2018.
- LOCAL GOVERNMENT: Carolyn Shores Ness thanked Bob Barry for his communication with Great River Hydro, who agreed to share their emergency plan with the communities along the Deerfield Rive in the upcoming months.
- Massachusetts State Police (MSP). Jeff McDonald noted he has a meeting with Great River Hydro tomorrow, to discuss the planned draw down of the river during the summer. Jeff will share his findings with Carolyn Shores Ness.

MSP supported the Holyoke Parade to ensure public safety, and noted the parade took place without any major incidents.

- MEMA: Kristen Jerome updated the Council on upcoming changes to their staffing levels.
- EOPSS: Nick DaDalt noted that many different agencies attended the Emerging Threats Training, and reported the western region is the flagship to host trainings. EOPSS has several projects from Raine awaiting approval.

Planning/Pandemic Flu: Ann Shea reviewed the following approved projects with the Council, and made the following motions:

- North Adams Shelter Trailer Equipment - \$500.00
The funding will replace items destroyed by mice. The funding will come from FFY16 unallocated funds.

<p>Motion: Ann Shea moved to approve \$500.00 to cover the North Adams Shelter Trailer Equipment costs. Carolyn Shores Ness seconded. Motion passed unanimously.</p>

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- Software for Family Reunification Training Module- \$4,300.00
The cost will cover the purchase of four licenses: one each for the RPA's and one for Raine.

Motion: John Pond moved to approve \$4,300.00 to purchase four Adobe Captivate licenses. Jeanne Galloway seconded. Motion passed unanimously.

- Update to FNSS Daily Response Planning Budget -\$42,000.00
The breakdown of costs covers an additional \$22,000.00 to cover additional tasks for the RPA's, and \$20,000.00 to provide three regional workshops.

Motion: Ann Shea moved to approve a budget increase of \$42,000.00 to cover the additional costs of the RPA's and to provide three workshops in the region. Carolyn Shores Ness seconded. Motion passed unanimously.

- Travel expenses for Allison Egan to present the family reunification template at the National Public Health Emergency Preparedness Conference in Atlanta, Ga. on April 17-20, 2018.

Motion: Ann Shea moved to approve up to \$2,000.00 to cover Allison Egan's travel expenses to the National Public Health Emergency Preparedness Conference. Carolyn Shores Ness seconded. Motion passed unanimously.

Expenses will be covered by FFY16 funds.

Interoperability/Information Sharing: Raine reviewed the WMLEC Gap Solutions projects, and the CMED upgrades, and Raine will move forward with the CMED procurement process. The purchase order for the Berkshire County project was issued last week, and Steve Kozloski will provide Raine with the specs for the Hampden County project.

Training and Exercises: Jeanne Galloway presented the following projects for approval by WRHSAC.

School Emergency Triage Training.

The training will take place in August 2018, and funds will be taken from FFY17 funds.

MOTION: Jeanne Galloway moved to support the School Emergency Triage Training for \$8,550.00. Steve Gaughan seconded the motion. Motion passed unanimously.

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NWMIMT Position Specific Training.

The cost covers COML training for one staff member, and covers FEMA Position Specific Training for an additional six staff members.

Motion: Jeanne Galloway moved to support the NWMIMT Position Specific Training Request for \$6,562.00. John Pond seconded the motion. Motion passed unanimously.

Expenses will be taken from FFY16 funds.

Equipment/PPE: Raine updated the Council on the recent request for funding from Sheriff Cocchi to maintain and service the portable light towers generators, signboards and other Homeland Security devices that are stored by the four counties, and outlined the costs that can be approved. The project justification is with EOPSS for approval. While the inspection of the equipment is covered, the normal routine maintenance and oil changes are not covered by the grant.

CBRNE/IED: John Dearborn noted that procurement is underway for the Tech Rescue Team structural collapse equipment.

Fiduciary Report:

Raine reviewed the FFY16 budget, and may need to seek an extension to projects beyond July 2018. Some of the WMLEC Gap Solutions projects are moving slowly, and we may need to extend the funds beyond July 2018. FFY17 funds are ready to be spent.

Christine Howe noted that the other regions are seeking extensions too, and MAPC may extend all projects to December 31, 2018.

Old Business:

WRHSAC Communications Representative

Jeremy DeMar accepted the nomination at the WMRIC meeting to fill the WRHSAC Communications Representative to the Council.

Motion: John Pond moved to approve the nomination of Jeremy DeMar as the WRHSAC Communications Representative. Carolyn Shores Ness seconded. Motion passed unanimously.

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New Business:

John Pond thanked everyone who worked for the EOC at the Holyoke Parade. John outlined the emerging technologies available to the public safety agencies.

Ann Shea noted the Council supported a Tactical EMS Training at Mercy Hospital in the past. This training will be tested in the upcoming Active Shooter exercise, and thanked the Council for their continued support.

Business Unforeseen by Chair: None.

Next Steps/Future Meetings

The next Council meeting will be held on April 17, 2018 at 10:00 am at the Hatfield Fire Department, 3 School Street, Hatfield, MA

<p>Motion: Paul Morrissette moved to adjourn. John Pond seconded. Motion passed unanimously.</p>

The meeting adjourned at 11:00am.

List of Documents Reviewed at the Meeting

- WRHSAC Council Meeting Minutes from February 20, 2018
- WRHSAC Fiduciary Report : FFY16 Homeland Security Grant, 3/20/18
- WRHSAC: FFY16 Western Region Homeland Security Grant, 3/20//18
- WRHSAC: FFY16 West & Central Competitive Grant 3/20/18

Respectfully Submitted by
Ann Dunne, Franklin Regional Council of Governments