

**Western Regional Homeland Security Advisory Council
Training and Exercise Subcommittee Meeting Minutes
Tuesday, September 18, 2018 , 9:00 am
Hatfield Fire Department
3 School Street, Hatfield, MA**

Present: Raine Brown (FRCOG), Mary Kersell (NWMIMT), Caroline Shores Ness (Deerfield BOS/BOH), Bob Barry (MEMA), Bob Laford, (UMASS), Tracy Rogers (FRCOG), Jeremy DeMar (Springfield Emergency Comm), Bob Hassett (Springfield Emergency Management), Nick DaDalt (EOPSS), Tom Grady (BCSO), Ann Shea (MMC), Allison Egan (BRPC), Steve Gaughan (EMS), Bob Dean (FRCOG)

This meeting was audio recorded.

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

A round of introductions followed.

Minutes

The committee reviewed the minutes from the July 17, 2018 meeting.

<p>Motion: Bob Barry moved to approve the minutes from the July 17, 2018 meeting. Bob Hassett seconded the motion. Motion passed with no objection. Tracy Rogers abstained.</p>
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Budget Review

Raine reviewed the budget and noted there is \$7,443.33 remaining from the FFY16 funds that must be spent by the end of December, 2018. There are just over \$118,000 in FFY17 funds available to be spent. FFY17 deadline is end of July, 2019.

FFY16 T&E

a. **Sheltering Exercise Series**

Berkshire County completed their three regional exercise drills with the Northern Berkshire drill on August 1st. AARs are in process and we should see drafts soon. The Hampshire County exercise and its AAR are complete. The Hampden County exercise is complete and the draft AAR should be available for review soon. The Franklin County exercise has had low participation challenges so the September event in Turners Falls was canceled. There has been solid support for a new location, the Mohawk Trail Regional High School, and we expect a large participation level for a full scale exercise in October, 2018.

b. **Hazmat team T-MERRTT Training July 2018**

The training with DOT took place at the Springfield Fire Academy in July and was well-received.

c. **School Emergency Triage Training (SETT) – August 23, 2018**

The class was very well-received by about 140 attendees at Greenfield Community College and Raine has received a request from a school nurse in Springfield to schedule another session for nurses who had a conflict that day and could not attend. There are about 80 school nurses in Springfield.

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d. **Pioneer Valley COAD TTX-October 22**

Tracy gave an update. The planning process is continuing. More active participants are needed. Currently there are more observers than players.

e. **Mental Health First Aid Training Berkshire County**

The training took place on September 6, 2018. It was well-attended and received. Maybe Council can do more of these classes. New MPTC guidelines for in-service training focus on police encounters with mental illness. It is an affordable class that can handle up to 30 people.

f. **Promotional Pens**

Promotional pens are in and will be distributed at upcoming trainings and exercises. They were a big hit at the SETT training in August.

g. **Deerfield River Flooding Tabletop Exercise**

Great River Hydro is reaching out and providing documentation to communities along the river and planning is in process. There has been a delay at MAPC with the contract. A Save-the-Date notice was sent out, but no registrations are being accepted until the signed contract is in place.

h. **Campus Safety/Security Training – Update**

This training was approved at the July Council meeting and Raine asked if presenters from the University of Florida (UF) would be willing to attend and they agreed. Three presenters are scheduled to attend, the Assistant Director of Emergency Management and the Deputy Chief of Police from the UF, and a Captain from the Florida Highway Patrol. Event will focus on UF's experience when a controversial speaker was scheduled to come to campus. The event will likely be held at UMass on Thursday, January 10, 2019 (during winter break for most colleges and universities), and it can accommodate up to 400 people. UMass is providing hotel rooms for the presenters.

Discussion about a few questions from Raine. So far the focus has been on public safety. Should we ask the UF Senior Director of Student Engagement to come and present? She was an important liaison to the student affairs side of the event in Florida. Her presence may draw in a larger staff audience from participating colleges. Consensus of discussion is to include her and try to draw additional non-public safety staff to the event.

Raine's second question was about how to schedule the presentations and whether to use break-out sessions with different discipline tracks or keep all topics in the same room all day. Consensus was to keep all in the same room. Concern over how to handle inevitable side conversations will be addressed by encouraging topic-based lunch discussions and ending the day with an open panel discussion and Q&A session.

Will open up registration to private secondary schools and will advertise across MA.

Will ask other regional HS Councils if they would be willing to help cover the costs of the event. Raine asked if anyone had a good name for the event. If so, please let her know.

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i. **Officer Down Recertification Training**

This session, scheduled for October 23 – 25, 2018 in Belchertown, filled to capacity within 24 hours of opening registration. There are more than enough on the waiting list to do it twice. Eric Stratton is the procured instructor. If the Council wants to offer this course again, his next availability is in the Spring of 2019.

Old Business:

a. **Special Events Training – TEEEX MGT 440 – Enhanced Special Events Management**

David Bryant misunderstood when talking to TEEEX and asked about scheduling the 404 course (Sport and Special Event Evacuation Training and Exercise), which was just offered back in June. He will contact TEEEX again and try to get the follow-up 440 class for us, which would allow us to build on the foundation of the previous class.

b. **Cybersecurity Conference Update**

Raine presented a draft outline for consideration. Major Scott Range at the Fusion Center says he can easily pull together a five hour (or more) session and will coordinate speakers. FRCOG would like to be considered for a short time slot to discuss the need for municipal cybersecurity. Discussion about the timing of when to schedule the conference. Should we look at post-Thanksgiving November / early December, 2018, or spring, 2019?

<p>Motion: Carolyn Ness moved to schedule the conference in late November or early December, 2018, with a budget of up to \$25,000. Bob LaFord seconded the motion. Motion passed unanimously.</p>

New Business:

a. **NIMS Data Collection Worksheet**

EOPSS has decided that the regional Homeland Security Councils should fill out the Sub-Jurisdiction NIMS Implementation Survey. The information requested is not something that the Council has tracked in the past, so Raine asked for help filling it out. The Committee read through each question and contributed to the answers. Raine will send the completed survey back to EOPSS.

b. **Stop the Bleed Kits for Swat Teams**

A proposal was submitted requesting individual Officer First Aid Kits (IFAC) to be provided to each member of the six Special Weapons and Tactics teams operating in Western MA. Bob Hassett talked about the request for standardized kits and training. Baystate Health has offered to provide free Stop the Bleed training to the SWAT teams at no cost prior to the equipment being distributed.

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Motion: Carolyn Ness moved to approve spending \$12,500 for the requested kits. Tracy Rogers seconded the motion.

Discussion on motion: A question was asked about the definition of a SWAT team and concern expressed that this could “open up a can of worms” as some that consider themselves SWAT teams may not be included on the list of 6 in the proposal. What happens if mutual aid is requested? Also, it can be hard to standardize the kits because different teams carry different items currently. Would require a standardized level of training that would be difficult to require. The proposal is for a level of training that is less than what is currently required of first responders.

A suggestion was made to survey first responders to determine the need before spending this money. We may be targeting the wrong groups with this project. There may also be a liability concern for first responder trainers. Strong support expressed for training front line non-first responders in how to Stop the Bleed.

Discussion returned to the idea of a survey and a suggestion was made to talk with the Law Enforcement Council in each county. Perhaps start with the Western MA Chiefs of Police and ask them to survey their members.

Motion: Tracy Rogers moved to table the original motion to fund the project and to ask Raine to talk with the Western MA Chiefs of Police to survey the Law Enforcement Councils. Steve Gaughan seconded. Voted unanimously in favor.

Business Unforeseen by the Chair

Nick talked about the MEMA Statewide Training Calendar that is restricted for official use only and offered to assist interested Committee members to gain access to the calendar.

Next Steps/Future Meetings

The next meeting will be Tuesday, October 16, 2018 at 9:00 am, Hatfield Fire Department, 3 School Street, Hatfield, MA.

There being no further business, Tracy Rogers moved to adjourn. Carolyn Ness seconded. Voted unanimously in favor. The meeting adjourned at 10:12AM.

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List of Documents Reviewed at the Meeting

- T&E Subcommittee Minutes from July 17, 2018 Meeting.
- WRHSAC FFY16 State Homeland Security Program T&E Budget Report – 9/17/2018
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- WRHSAC FFY16 Regional Exercise Series, BRPC, July 2018 Status Update
- WRHSAC FFY16 Regional Exercise Series, BRPC, August 2018 Status Update
- WRHSAC Regional Sheltering Exercise Series FFY16, September 2018 Update
- Campus Security Conference Update
- Cybersecurity Conference
- Sub-Jurisdiction NIMS Implementation Survey
- Project Justification: Individual First Aid Kits for Western Massachusetts Special Weapons & Tactics Teams

Respectfully Submitted by Bob Dean
Franklin Regional Council of Governments