

**Western Regional Homeland Security Advisory Council**  
**Meeting Minutes**  
**Tuesday, December 18, 2018, 10:00 am**  
**Hatfield Fire Department, 3 School Street, Hatfield, MA**

**Present:** Raine Brown (FRCOG), Tom Grady, (BCSO), Bob Hassett (CMED), Nick DaDalt (EOPSS), Ann Shea (MMC), Jamin Carrol (PVTA), Allison Egan (BRPC), Jeanne Galloway (HCHC), Carolyn Shores Ness (Deerfield BOS/BOH), John Paciorek (WMPCA/Deerfield PD), Adam Hakkarien (MSP), Jeremy DeMar (Springfield Emergency Comm), Monica Wynne (Baystate Health), Steve Kozloski (WMLEC), David Bryant (MEMA), Chris Bouchard (Beckett Highway), Shannon Todd (Granger Inc.) Paul Morrissette ( East Longmeadow FD), Steve Gaughan (EMS/Hatfield FD), Amy Reilly (MAPC ), Josh Shanley (Photographer/Emergency Management Consultant), Daryl Springman (WMTRT), Peter Jerusik (WMTRT), Ann Dunne (FRCOG).

This meeting was audio recorded.

Thomas Grady called the meeting to order at 10:01 am.

**Approval of Minutes**

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

<p><b>Motion:</b> John Paciorek moved to approve the Nov. 20, 2018 meeting minutes as presented. Carolyn Shores Ness seconded. Motion passed unanimously.</p>
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A round of introductions followed.

**Updates from the Chair**

Melissa Nazzaro (SWIC representative) asked Tom Grady and Steve Kozloski to join the recently formed COML committee, to develop a plan and to establish a set of standards to be used by all COMU teams throughout the Commonwealth. The Committee wishes to set aside some funding to support individuals who take the training on behalf of their agency and are willing to utilize their training as a regional resource. Such funding would be made available when deployed to assist at a planned event or emergency.

Nick DaDalt updated the committee on the recent staff changes at the Secretary level within the Homeland Security Division. Thomas Turco was appointed as the new Secretary of the Executive Office of Public Safety and Security. There may be a change at the Undersecretary Homeland Security level also.

Nick discussed the statewide delay in the appointments to the Homeland Security Councils, and hopes to move the background check process to EOPSS to advance the approval procedure.

Tom asked for the Council's permission to send a letter of support of Homeland Security Undersecretary McMurray to the Governor's Office on behalf of the Council.

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**Motion:** Carolyn Shores Ness moved to approve sending a letter to Governor Baker in support of Undersecretary McMurray. Steve Gaughan seconded. Motion passed unanimously.

**WMTRT Update**

The Western Mass. Tech Rescue team participated in the recent Vigilant Guard exercise, and Josh Shanley prepared the draft after action report for the Council to review. Daryl Springman and Peter Jerusik gave an update and PowerPoint presentation of recent tech rescue events. Peter thanked the Council for their continued support, and presented the Council with the team's recently received meritorious award.

**Updates from Disciplines**

- FIRE: Paul Morrisette noted the retirement of Commissioner Conant, Springfield Fire Dept.
- POLICE: John Paciorek noted the staffing changes at EOPSS.
- EMS: Steve Gaughan expressed concerns about the continued reduction in funding received by the regional EMS offices. WMEMS anticipates completing the MCI Plan by March 2019.
- EMD: No report.
- PUBLIC HEALTH: There is an increase in flu cases across the Commonwealth. Carolyn Shores Ness expressed concerns regarding DPH's lack of participation in emergency preparedness training.
- TRANSPORTATION: Jamin Carrol reported PVTA is preparing for the winter season. He noted the reduced service over the holiday season.
- DPW: Chris Bouchard invited the Mayors of Andover and Lawrence to give a presentation at the Mass. Highway February meeting on lessons learned from the recent natural gas explosions. DPW are also working on the mutual aid process with MEMA.
- CORRECTIONS: Tom noted the continued challenges in implementing the criminal justice reform act.
- COMMUNICATIONS: No Report.
- HOSPITAL: Ann Shea noted this is her last meeting, as she is retiring on December 28, 2018. The Western Regional Hospital Planning Committee nominated Monica Wynne as her replacement and Brian Rust to be the alternate.

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**Motion:** Carolyn Shores Ness moved to accept the letter from the Western Regional Hospital Planning Committee recommending Monica Wynne as their representative on the Council, and Brian Rust as the alternate. John Paciorek seconded. Motion passed unanimously.

Tom thanked Ann for her leadership role as Chair of the Planning & Pan Flu subcommittee, and her participation as a Council member. Ann plans to stay involved with some projects.

- LOCAL GOVERNMENT: Carolyn Shores Ness reported on the success of the meeting with Great Hydro, and the development of a working relationship. She noted the Vigilant Guard exercise was not as successful as anticipated.
- Massachusetts State Police (MSP): No Report.
- MEMA: No Report.
- EOPSS: Nick DaDalt announced the availability of the Commonwealth Nonprofit Security Grant Program (CNSGP) sponsored by EOPSS. The grant award is up to \$50,000.00, and the deadline for the letter of intent is Dec 24, 2018. The Homeland Security Division has a job posting in the Metro Boston Office.

**Planning/Pandemic Flu:** The emerging infectious disease project continues to be discussed. The funds were flipped with a FFY18 project to allow more time to develop. The next Pan Flu meeting was moved to January 8, 2019 as the first Tuesday of the month is January 1.

**Interoperability/Information Sharing:** Bob Hassett appreciated the opportunity for two personnel to be able to attend the COML training in Providence, RI.

**Training and Exercises:** Tom updated the Council on the Campus Security Conference, to be held at UMASS, Amherst on January 10, 2019. The Cybersecurity Conference was well received, and Tom thanked Raine and the FRCOG team for their success in the planning and registration process. Raine has been invited to represent the western region on the recently created Statewide Cybersecurity Initiative Working Group. Raine is seeking an IT/cybersecurity person to also participate with working group.

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Tom asked for a motion on the following requests:

**Enhanced Special Events Incident Management (MGT440)**

There may be an opportunity to hold this course earlier than expected in 2019. This is a follow up to the June 2018 training, and participants who attend all the courses will receive a Certificate. The training is facilitated by TEEXs. Funds will cover food and facility costs. Funds are available from the both FFY17 or FFY18 depending on the time of the training.

<p><b>Motion:</b> John Paciorek moved to approve \$4,000.00 to move forward with the Enhanced Special Events Incident Management Training. Carolyn Shores Ness seconded the motion. Motion passed unanimously.</p>
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**COML Training: Travel Reimbursement**

The training was held at Providence, RI and two people attended. One from the Springfield Dispatch and the other from Springfield Police Dept. In the past the Council has covered the travel expenses, when the participants commit to making their skills available as a regional resource. Both participants and their departments have agreed to this. Tom & John Dearborn provided Raine with provisional approval to cover travel costs as the training was held last week. Travel reimbursements have been submitted totally \$746.53.

<p><b>Motion:</b> Carolyn Shores Ness moved to approve \$746.53 to cover the reimbursement of the travel expenses. Bob Hassett seconded the motion. Motion passed unanimously.</p>
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**Equipment/PPE:**

Raine is working on finding a vendor to provide maintenance to the light towers and message boards. It was suggested she contact MassDOT to see if they may be able to give us some leads on a vendor.

**CBRNE/IED:**

**WMTRT FFY16 Equipment Spenddown**

The purchase of the WMTRT equipment from the available FFY16 funds is in process. The project justification for the purchase of two (2) tow vehicles was sent to EOPSS for approval. Once approved Raine will start the procurement process.

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**Fiduciary Report:**

Raine reviewed the budget and noted the spend down of the FFY16 funds was almost completed.

FFY17 projects are underway and the funding is available until July 2019. The FFY18 contract is with MAPC. Projects can begin anytime. Raine reviewed the investment justification handout which delineated the movement of some projects between FFY17 and FFY18. She noted that all project funding remains unchanged, only the spenddown date is changed.

Amy Reilly noted the FFY18 funds are available, and MAPC is busy wrapping up FFY16 projects.

FRCOG is in the very early stages of exploring a pilot program to assist municipalities with cybersecurity planning and may submit a proposal to WRHSAC to help support the project.

**Old Business:** None

**New Business:** None

**Business Unforeseen by Chair:** Tom thanked the Council for their continued hard work and for making a difference in their communities.

**Next Steps/Future Meetings**

The next Council meeting will be held on January 15, 2019 at 10:00 am at the Hatfield Fire Department, 3 School Street, Hatfield, MA

<p><b>Motion:</b> John Paciorek moved to adjourn. Steve Gaughan seconded. Motion passed unanimously.</p>
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The meeting adjourned at 11:11AM

List of Documents Reviewed at the Meeting

- WRHSAC Council Meeting Minutes from November 20, 2018
- WRHSAC Fiduciary Report : FFY16 Projects: 12/13/2018
- WRHSAC Fiduciary Report : FFY17 Projects: 12/13/2018
- WRHSAC Fiduciary Report : FFY16 Competitive Homeland Security Grant, 12/18/2018
- WRHSAC Fiduciary Report: FFY16 Homeland Security Grant, 12/18/2018
- WRHSAC Fiduciary Report : FFY17 Homeland Security Grant, 12/18/2018
- Investment Justification Breakdown: Prevention of Terrorism

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Respectfully Submitted by  
Ann Dunne,  
Franklin Regional Council of Governments