

**Western Regional Homeland Security Advisory Council
Training and Exercise Subcommittee Meeting Minutes
January 21, 2014, 9:00 am
Northampton Police Dept., 29 Center Street, Northampton, Ma.**

Present: Raine Brown (FRCOG), Gretchen Johnson (FRCOG), Tom Grady (BCSO), Dennis Nazzaro (NFD), Melissa Nazzaro (Spfld Comm.), Josh Shanley (NEM), Linda Moriarty (WMEMS), Robert Barry (MEMA), Ed Lesko (BOH/BOS), Tom Lynch (BMC), Sandra Martin (BCBOHA).

Chairman Tom Grady brought the meeting to order at 9:30 am.

Minutes

The committee reviewed the minutes from the December 17, 2013 meeting.

Motion: Ed Lesko motioned to approve the minutes from December 17, 2013. Sandra Martin seconded. Motion passed unanimously.

A round of introductions followed.

Review PIO Training Scope of Work

Raine stated that she and Sandra Martin drafted a Scope of Work (SOW) for the PIO training. The training will be put out for bid. We will need at least three Subcommittee members to review and rank the proposals. Any comments on the SOW are needed as soon as possible.

Review FFY2013 T&E Plan/Projects

Regional Hazmat Team Training

Raine stated that the FFY13 money should be able to be spent on the Pueblo Colorado trainings.

Anti-Counter Terrorism Training

Tom stated that he reached out to Rod Lewis who is the head of the FBI office in Springfield to discuss working with the task force on finding training.

WMD/CBRNE Training

Linda stated that she sent an email requesting information on a 3-day TEEX training. There has been no reply yet. Linda will follow up. Raine stated that she reached out to the CBRNE Subcommittee requesting input on training and received no responses. Tom stated that he is still looking for a suitable medical response nuclear training.

Regional Shelter Exercise

Raine stated that this is a placeholder on the agenda. A monthly progress report of the current Regional Shelter Training project was included in the meeting packet.

**Western Regional Homeland Security Advisory Council
Training and Exercise Subcommittee Meeting Minutes
January 21, 2014, 9:00 am
Northampton Police Dept., 29 Center Street, Northampton, Ma.**

Communications Training

Raine suggested waiting until the current Communications project wraps up before deciding how to proceed with this second phase of the project.

Requests

No requests were presented.

New Business

No new business was discussed.

Old Business

GPS Cache Training

Sandra proposed adding an additional \$5,000 to this popular training in order to be able to offer a second session of this training. Discussion followed and the suggested funding was reduced to \$3,000.

Motion: Linda Moriarty motioned to allocate an additional \$3,000 to offer a second session of the GPS Cache training. Ed Lesko seconded. Motion passed unanimously.
--

Communication Training Video Script

Dennis stated that originally the SOW was to draft a single ten to twenty minute script. As the project progressed it was decided to do twelve minute to minute and a half videos on single subjects. The finished videos will be available on the WRHSAC website. This project will be discussed further at the Interops Subcommittee meeting later today.

Business Unforeseen by the Chair

Raine stated that the Subcommittee should decide when they would like to turn back the unused NIMS funding to the Council. Raine recommended giving back the FFY11 funds now and deciding on the FFY12 funds next month.

Motion: Linda Moriarty motioned to return \$5,000 of FFY11 NIMS funding to the Council. Melissa Nazzaro seconded. Motion passed unanimously.
--

Next Steps/Future Meetings

The next meeting will be held on Tuesday, February 18th at 9:30 at WMEMS.

There being no further business Linda Moriarty motioned to adjourn. Tom Lynch seconded. Voted unanimously.

The meeting adjourned at 9:47 a.m.

**Western Regional Homeland Security Advisory Council
Training and Exercise Subcommittee Meeting Minutes
January 21, 2014, 9:00 am
Northampton Police Dept., 29 Center Street, Northampton, Ma.**

Respectfully Submitted by
Gretchen Johnson
Homeland Security Program Assistant
Franklin Regional Council of Governments