

**Western Regional Homeland Security Advisory Council  
Training and Exercise Subcommittee Meeting Minutes  
June 17, 2014, 9:30 am  
WMEMS, 168 Industrial Drive, Northampton, Ma.**

**Present:** Raine Brown (FRCOG), Gretchen Johnson (FRCOG), Tom Grady (BCSO), Carolyn Shores Ness (DBOS/BOH), Tom Lynch (BHC), David Cruz (EOPSS), Sandra Martin (BCBOHA), Nikki Nixon (PVPC), Pat Carnavale (MEMA).

Chairman Tom Grady brought the meeting to order at 9:32 am.

## **Minutes**

The committee reviewed the minutes from the May 20, 2014 meeting.

<p><b>Motion:</b> Carolyn Shores Ness motioned to approve the minutes from May 20, 2014. Sandra Martin seconded. Motion passed unanimously.</p>
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A round of introductions followed.

### **Review FFY2013 T&E Plan/Projects**

#### ***Regional Hazmat Team Training***

Raine stated that the Team has plans and are confident that the funding will be spent down. The portion of FFY13 that was allocated to the JHAT Team was not needed and has been returned to this line item.

#### ***Anti-Counter Terrorism Training***

Tom stated that now that the Boston Marathon is over, he will contact 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***

No update was given on this item.

#### ***Regional Shelter Exercise Training***

Raine stated that item is a place holder. The budget is \$15,000. This funding will most likely be used to plan the next steps after the Regional Shelter Training has been completed.

### **Requests**

No requests were presented.

### **New Business**

#### ***FFY2014 Planning***

Raine stated that the Council has asked all of the Subcommittees to compile their priorities. Included in the meeting packet was FFY14 Planning Discussion starters.

A Regional Shelter exercise has been discussed as well as IMAT Team specific training.

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A GPS exercise has been suggested. Pat stated that a drill would be very beneficial. The Central Council also offered a GPS training after seeing our region's success with it. A GPS drill would offer an opportunity for DPW staff and the first responders to train together. Discussion followed.

Children and disasters is another possible training. Sandra stated that specialized training concerning children during disasters was seen as a gap after Hurricane Katrina and Sandy. This could be incorporated into the next phase of the disaster and shelter training. FEMA offers a two-day training. There is also another training that concentrates on working with kids after the disaster using games. Carolyn suggested offering psych first aid and behavioral health in disaster as a first step and then focusing on helping children during disasters. Carolyn suggested that the Mohawk Public Health Coalition could offer the training in all four counties. Tom stated that Berkshire County has an active trauma response team that has a robust program as well. Discussion followed.

The next phase of the MACC project will likely include an exercise.

A Mass Care Services training and the Franklin County Tactical Response Team training have been discussed before.

Raine suggested that the Subcommittee keep the categories of trainings broad in order to allow flexibility for unanticipated training needs. Discussion followed.

<p><b>Motion:</b> Sandra Martin motioned to request \$200,000 from the Council from the FFY14 funding for Training and Exercise efforts. Carolyn Shores Ness seconded. Motion passed unanimously.</p>
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## **Old Business**

### ***Digital Forensic Training Travel Funds***

The Subcommittee approved the purchase of a one year training passport for Jason Breault. However, Jason has moved to a new position and has been unable to use the passport. Steve Jones has been named as Jason's substitute and will be using the passport. However, no travel has been used to date. There is approximately \$7,000 of unused funds that can be given back to the Council to spend down.

### ***Officer Down Instructor***

Raine stated that the Officer Down training is scheduled to be held on July 14 and 15<sup>th</sup>. The training was awarded at \$2,000 less than anticipated and that funding will be given back to the Council.

### ***PIO Training – update***

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Raine stated that the PIO training is tomorrow at the Hadley Farms Meeting House. The training has about 70 people signed up although a few people have contacted Raine to say they are not able to attend. Raine will encourage them to send an alternate in their place.

Raine stated that the following projects have leftover funds that will be returned to the Council, the Hilltown Regional Hazmat functional exercise, the GPS training, Hampshire MRC full scale exercise and the MRC full scale exercise. The total is approximately \$27,500. Tom asked for any equipment purchase suggestions. Sandra suggested purchasing easy pop up tents to use at events. Raine stated that the tent purchased for the IMAT team was \$2,280 which included weighted side panels. Sandra also suggested a small generator to handle lights and a portable heater at events. Tom suggested purchasing additional school go kits. Discussion followed.

**Business Unforeseen by the Chair**

No business unforeseen was discussed.

**Next Steps/Future Meetings**

The next meeting will be scheduled as needed.

There being no further business Carolyn Shores Ness motioned to adjourn. Nikki Nixon seconded. Voted unanimously.

The meeting adjourned at 9:59 a.m.

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