

Western Regional Homeland Security Advisory Council
Meeting Minutes
Tuesday, June 17, 2014, 10:00am
WMEMS, 168 Industrial Drive, Northampton, MA

In attendance: Raine Brown (FRCOG), Gretchen Johnson (FRCOG), Thomas Grady (BCSO), Josiah Neiderbach (PVPC), Nikki Nixon (PVPC) proxy for Ed Lesko (BOH/BOS), Russell Sienkiewicz (NPD), Tom Lynch (BMC), Fran Nothe (WMFCA), Carolyn Shores Ness (DBOS/BOH), Cindy Hahn (ARC), Jamin Carroll (PVTA), Victoria Grafflin (EOPSS), Linda Gross (FRCOG), John Pond (WMFCA), Mark Babineau (WMFCA), Chris Bouchard (DPW), Sandra Martin (BOH), David Cruz (EOPSS), Tony Pettaway (SHHSD), Robert Hassett (SFD), Mike Wynn (PPD), Michelle Goldman (EOPSS), Amy Reilly (MAPC).

The meeting was brought to order at 10:03 am by Thomas Grady, Council Chair.

Approval of Minutes

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

<p>Motion: Mark Babineau moved to approve the minutes from the May 20, 2014 meeting as submitted. Carolyn Shores Ness seconded. Motion passed.</p>

Updates from Chair

Tom Grady stated that the Council Chairs meeting is scheduled for Monday in Framingham. He has requested an update on the DFS Statewide Working Group, Law Enforcement Working Group, and the Statewide Tech Rescue Teams. Tom asked if anyone wants any further updates to let him know.

Updates from Disciplines

- FIRE: Mark Babineau stated that the Tech Rescue Team recently completed a trench rescue training. The team was called out to assist on incident at Mt. Skinner in South Hadley last week.
- POLICE: No update was given.
- EMS: No update was given. .
- EMD: No update given.
- PUBLIC HEALTH: Ed Lesko stated that the DPH regionalization meetings will conclude on June 26th in Boylston. The DPH Hazard Vulnerability Assessment concluded that the most likely risks for this region are severe winter storm and hurricanes. DPH is looking at training to target communication engagements to improve emergency coordination similar to our efforts with the MACC.
- TRANSPORTATION: No update was given.
- DPW: No update was given.

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- CORRECTIONS: No update was given.
- COMMUNICATIONS: No update was given.
- HOSPITALS: No update given.
- LOCAL GOVERNMENT: Carolyn stated an update on the Homeland Security Council activities was given at the Western Mass Regional Selectboard Association meeting. She handed out a pamphlet that lists information about the resource guide and contact information.
- Massachusetts State Police (MSP): No update was given.
- MEMA: Tom stated that the Sheriff's office hosted an EOC training. 23 people attended.
- EOPSS: Victoria stated that EOPSS is close to finalizing the Homeland Security Strategy. Guidance for the FFY14 Plans will be distributed at the end of the week. The final draft is under review. The process and the format are similar to last year. The guidance will advocate to keep the categories broad in order to accommodate unanticipated project needs. This Council has always done an excellent job in the past.

Planning /Pandemic Flu:

Tom Lynch stated that the Subcommittee reviewed the current projects and priorities for the FFY14 funding at the last meeting. The Subcommittee has some Training and Exercise recommendations as well.

Interoperability/Information Sharing:

Russ stated that at the last meeting the priorities for the FFY14 funding were discussed. Russ stated that the company that is holding the final WMLEC equipment, NECS is going out of business. The equipment has been delivered to Northampton and takes up 2.5 parking spaces in the Northampton PD parking garage. The cache of radio batteries was distributed at the last meeting. Pinnacle is no longer going to support 2 way radio communications. If anyone needs help with critical repairs contact him and he can assist. The WMRIC project is proceeding to develop a governing body structure and bylaws that will be put into place and also develop a contingency plan for if the Council is ever dissolved. Tom got the Communications 101 PowerPoint presentation from Dennis and will be giving the presentation tonight.

Training and Exercises:

Tom stated that the Subcommittee met prior to the Council meeting. Tom stated that the Subcommittee discussed training and exercise needs for FFY14. No new requests were presented.

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Equipment/PPE:

Raine stated that the ordering of the requested regional shelter supplies is almost complete. The large mobile generator purchase was approved by EOPSS.

CBRNE/IED:

Mark stated that the CBRNE Subcommittee met on Friday and discussed the FFY14 funding priorities. The Subcommittee tabled a request from the Regional Hazmat Team for training as no members of the team were able to attend due to incident calls.

Fiduciary Report

Raine stated there are unspent funds in FFY11 and FFY12 totaling \$27,499.51 that will need to be spent down by the end of July. The available funds are due to left over funds from various projects such as the VOAD project, the Officer Down Training, the GPS training, the unspent travel for the digital forensic training, etc. The CMED EHP was sent to EOPSS last week. The FFY12 Public Outreach project has funds split between FFY12 and FFY13. The RPAs have had difficulty spending down the FFY12 funds in time. Victoria stated that the extension application was submitted on June 2nd. The extension if granted will be granted to specific projects only.

Amy stated that an offer has been made for the Director position at MAPC. The new Director will be starting next month and will be coming out to meet the Councils. MAPC had a booth at the MEMA Conference last month. The conference was well attended.

Raine asked the Council for suggestions for the unspent funds. Raine stated that there is not time to entertain any new equipment purchases. It would be more realistic to purchase equipment that has been approved for existing projects. Discussion followed.

Motion: John Pond moved to approve \$14,453 to purchase equipment for the Tech Rescue Team. Carolyn Shores Ness seconded. Motion passed unanimously.

Motion: Russ Sienkiewicz moved to approve the balance of the unallocated FFY11 and FFY12 funds to purchase portable radios for the Hampshire Hills 800 MHz project. Mike Wynn seconded. Motion passed unanimously.

Old Business

FFY14 Planning

Raine stated that a preliminary budget was included in the meeting packet. The budget lists the project priorities identified by each of the Subcommittees except for the T&E Subcommittee because they met just prior to this meeting. Raine reviewed the budget handout. Raine stated that for level administrative and program support services an estimated \$83,000 is needed. EOPSS has encouraged creating a prioritized list outside of the budget to fill in if a project in the current year is not able to move forward. Discussion followed. The following projects were placed on the waiting list of projects:

- Planning, Debris Management Project, \$30,000

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- Planning, Mass Receiving Project, \$50,000
- Interops, Hazardous Materials First Responders Training,
- Interops, Hampshire Hills 800 Phase III, reduced by \$25,000
- Planning, Tracking System, \$10,000
- Training and Exercise, the balance to budget the FFY14 Plan

<p>Motion: Carolyn Shores Ness moved to approve the FY2014 Plan as discussed. Russ Sienkiewicz seconded. Motion passed.</p>
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Raine stated that she will prepare the Plan and present it for final approval at the July meeting.

New Business:

Pet Sheltering Legislation

Raine stated that a copy of the legislation was included in the meeting packet. It states that all municipal emergency plans must include a section on pet sheltering. Raine stated that the Planning Subcommittee coordinated the Regional Sheltering Plan that covers pet sheltering. The template can be shared in Word format by contacting Raine. Raine stated that she was contacted by a graduate student from Nevada asking to use our plan template on pet sheltering and she will give the Council credit. Raine asked the student to share her final project when it is completed.

Business Unforeseen by Chair

No items unforeseen were discussed.

Next Steps/Future Meetings

The next meeting of the Western Regional Homeland Security Advisory Council will be held on Tuesday, July 15th at 10:00 am at WMEMS.

There being no further business Russ Sienkiewicz moved to adjourn. Mark Babineau seconded. Voted unanimously.

The meeting adjourned at 11:14 am.

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