

**Western Regional Homeland Security Advisory Council  
Training and Exercise Subcommittee Meeting Minutes  
October 16, 2012, 9:30 am  
WMEMS, 168 Industrial Drive, Northampton, Ma.**

**Present:** Sue Brown (FRCOG), Gretchen Johnson (FRCOG), Tom Grady (BCSO), Ann Shea (MMC), Linda Moriarty (WMEMS), Carolyn Shores Ness (Deerfield SB), Dennis Nazzaro (NFD/DFS), Robert Barry (MEMA), Josh Shanley (NEM), Tom Barnaby (MEMA), Brook Chipman (EOPSS).

Chairman Tom Grady brought the meeting to order at 9:33 am.

### **Minutes**

The committee reviewed the minutes from the September 18, 2012 meeting.

**Motion:** Linda Moriarty motioned to approve the minutes from September 18, 2012. Carolyn Shores Ness seconded. Motion passed.

### **Exercise Requests**

No exercise requests were presented.

### **Training Requests**

#### Social Media Training Continuation

Sue stated that the Social Media training was well received. This proposal will continue the momentum built by providing direct assistance for advance social media training and continuation of the blog through October. Discussion followed.

**Motion:** Linda Moriarty motioned to approve \$4,900 from FFY08 Training. Carolyn Shores Ness seconded. Motion passed unanimously.

### **MEMA Training and Exercise Update**

Tom Barnaby stated that MEMA will be offering the ICS 300 and 400 training once a month. Training can be done at a local location with a minimum of 15 participants. There will be an EMD training on October 23<sup>rd</sup>. Discussion followed.

### **New Business**

#### Annual TEP review

Sue stated that the TEP was completed a year ago. Any additional exercises or trainings need to be added to the Plan. Please send information to Sue. Tom Grady suggested a training on how to properly use the traffic safety trailers once they are delivered. Discussion followed regarding including DPWs in trainings and exercises.

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“3 Times” rule

Tom stated that the “3 times” rule has been lifted. A copy of the email from Brook is included in the meeting packet.

**Old Business**

Sue stated that a copy of the memo explaining that training and exercise funds are limited is in the meeting packet. Discussion followed. Sue will send out the memo.

**Business Unforeseen by the Chair**

No business unforeseen was presented.

**Next Steps/Future Meetings**

The next meeting will be Tuesday, November 20<sup>th</sup> at 9:30am at WMEMS.

There being no further business Linda Moriarty motioned to adjourn. Dennis Nazzaro seconded. Voted unanimously.

The meeting adjourned at 9:48 am.

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