

**Western Regional Homeland Security Advisory Council  
Training and Exercise Subcommittee Meeting Minutes  
April 16, 2013, 9:30 am  
Northampton Police Department, 29 Center Street, Northampton, Ma.**

**Present:** Sue Brown (FRCOG), Gretchen Johnson (FRCOG), Tom Grady (BCSO), Sandra Martin (BCBOHA), Tom Barnaby (MEMA), Robert Barry (MEMA), Patrick Kane (WFD), Ed Lesko (Hatfield Select Board), Bernard Forgea (CFD/PD/EMD), Tom Lynch (BCBOHA), Josh Shanley (NEM), Carolyn Shores Ness (DBOS/BOH), Ann Shea (MMC).

Chairman Tom Grady brought the meeting to order at 9:30 am. Tom asked for a moment of silence in recognition of the bombing in Boston.

### **Minutes**

The committee reviewed the minutes from the March 27, 2013 meeting.

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| <p><b>Motion:</b> Bob Barry motioned to approve the minutes from March 27, 2013. Sandra Martin seconded. Motion passed unanimously.</p> |
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A round of introductions followed.

### **Budget Update**

Sue stated that there is just over \$5,000 in FFY11 funding left. Two requests were received prior to the notice that no more outside solicitation of funds would be accepted. The two requests are for backfill and overtime only. Sue stated that the \$50,000 allocated for the ACAMS training as part of the Critical Infrastructure project has been returned to the Subcommittee. Discussion followed.

### **Exercise Requests**

No exercise requests were presented.

### **Training Requests**

Westfield Fire Department – WMD R/N Course - \$2,625.96

Patrick Kane stated that he is requesting funding for himself and Joseph Szenda to attend the WMD R/N Course for the HazMat Technicians held in Nevada on June 3<sup>rd</sup> to June 6<sup>th</sup>. Discussion followed.

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| <p><b>Motion:</b> Carolyn Shores Ness motioned to approve \$2,625.96 FFY11 Training funds to pay for the backfill and overtime for two members of the Westfield Fire Department to attend the <u>WMD R/N Course</u> training in Nevada. Sandra Martin seconded. Motion passed unanimously.</p> |
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**MEMA Training and Exercise Update**

Tom Barnaby stated that the ICS300 class is now going to be offered every three months rather than monthly due to low enrollment rates. Bob Barry stated that MEMA is committed to continue working with communities to input information into the RMS system. Discussion followed.

**New Business**

No new business was discussed.

**Old Business**

Tom Grady stated that he is working on coordinating the video for the traffic safety trailers. It would be good to offer a training when the video is distributed.

Carolyn asked why the \$50,000 for the ACAMS training was returned. Sue stated that the Federal Government is in the process of transitioning from the ACAMS system to a new system. They will support the transition but it did not seem a good investment of limited funds to train on a system that is being phased out. The new system transition will take us beyond our current funding timelines. Tom asked that a representative from the Fusion Center be invited to the next Council meeting to give an update on the transition. Discussion followed.

Tom suggested using the training funds available to sponsor the top five well received trainings. Carolyn suggested offering a GPS training with a special invitation to DPW staff. It is not an expensive training and is a good use of money.

Sandra suggested reviewing the most successful past trainings at the next meeting.

**Business Unforeseen by the Chair**

No unforeseen business was discussed.

**Next Steps/Future Meetings**

There will be a meeting in May at usual place and time to discuss possible project utilizing the FFY11 T&E funds.

There being no further business Sandra Martin motioned to adjourn. Bob Barry seconded. Voted unanimously.

The meeting adjourned at 9:55 am.

Respectfully Submitted by  
Gretchen Johnson

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Homeland Security Program Assistant  
Franklin Regional Council of Governments