

**Western Regional Homeland Security Advisory Council
Training and Exercise Subcommittee Meeting Minutes
May 21, 2013, 9:30 am
WMEMS, 68 Industrial Drive, Northampton, Ma.**

Present: Sue Brown (FRCOG), Gretchen Johnson (FRCOG), Tom Grady (BCSO), Sandra Martin (BCBOHA), Robert Barry (MEMA), Tom Lynch (BCBOHA), Carolyn Shores Ness (DBOS/BOH), Ann Shea (MMC), Mary Praus (FRCOG), Dennis Nazzaro (NFD), Linda Moriarty (WMEMS), Brook Chipman (EOPSS).

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

Minutes

The committee reviewed the minutes from the April 16, 2013 meeting.

Motion: Bob Barry motioned to approve the minutes from April 16, 2013. Dennis Nazzaro seconded. Motion passed unanimously.

A round of introductions followed.

Budget Update

Sue stated that the Subcommittee has just under \$50,000 of FFY10 funds that will be considered by the Council later today because it needs to be spent by end of June. Part of the balance is due to unused backfill and overtime funds.

FFY11 funds needs to be spent June 30, 2014.

The FFY12 funds have been dedicated to shelter training. Sue will have the Scope of Work ready to review next week. The Planning Subcommittee has oversee the planning portion of the regional sheltering project and this subcommittee will handle the training oversight. This should work well since many of the same people sit on both subcommittees.

FFY2011 Possible Trainings or Exercises

Sue stated that a summary of trainings and exercises that were highly successful and popular was included in the meeting packet. The summary included the average cost as well for reference. Dennis stated that there has been interest in the two day medical response to terrorist bombing training. Ann stated the Hospital has training funds as well. The funding cycle follows the fiscal year but the funds are not received until October usually. No trainings can be scheduled until the money has been received. Linda stated that EPB funding could also be used toward the medical response training. Discussion followed.

Bob stated that there is also a lot of interest in training for response to active shooter in schools. Tom stated that there is a new MSP team offering a free training on active shooters.

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Dennis stated that additional training for communications on the regional systems was identified as a need in an AAR recently. The Council has funded a lot of upgrades to the communication system but training is needed to use them efficiently. Discussion followed.

Sue reviewed the training summary sheet. Sandra stated that it should be standard operating procedure to save spaces for each county and different disciplines for all future trainings. Tom stated that the subcommittee will need to consider if allowing backfill and overtime for trainings is an efficient use of funds as the funding continues to decline.

Sue stated that \$50,000 was returned to the subcommittee because the training for the critical infrastructure project will not be pursued at this time. Those funds will need to be spent by June 2014.

Tom asked the subcommittee to think about the trainings they would like to put forward for next month.

MEMA Training and Exercise Update

No report was given.

New Business

No new business was discussed.

Old Business

No old business was discussed.

Business Unforeseen by the Chair

No unforeseen business was discussed.

Next Steps/Future Meetings

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

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

The meeting adjourned at 9:59 am.

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