

Western Regional Homeland Security Advisory Council
Meeting Minutes
Tuesday, November 20, 2012, 10:00am
WMEMS, 168 Industrial Drive, Northampton, MA

In attendance: Sue Brown (FRCOG), Gretchen Johnson (FRCOG), Thomas Grady (BCSO), Ann Shea (MMC), Tom Lynch (BHS), Sandra Martin (BCBOHA), John Fabiano (EOPSS), Russ Sienkiewicz (NPD), Carolyn Shores Ness (Dfld SB), Melissa Nazzaro (Spfld Comm), Linda Gross (FRCOG), Josh Shanley (NEM), Eric Madison (LFD), Michael Wynn (PPD), Josiah Neiderbach (PVPC), Nicole Rohan (PVTA), Pat Smith (FRCOG), Bob Dean (FRCOG), Gail Bienvenue-Maillhott (MDH), Mark Babineau (WMFCA), Pat Carnevale (MEMA) proxy for Bob Barry.

The meeting was brought to order at 10:05 am by Thomas Grady, Council Chair. A round of introductions followed.

The Council reviewed the minutes from the October 16, 2012 meeting.

<p>Motion: Carolyn Shores Ness moved to approve the minutes from the October 16, 2012 meeting as submitted. Sandra Martin seconded. Motion passed.</p>

Updates from Chair

Tom stated that the Statewide Training and Exercise Committee will meet on November 30th. Sue will attend the meeting. Tom stated that he attended the Urban Shield exercise in Boston. The exercise was well thought out and impressive.

Tom stated that the Police ID Project was originally funded to cover police but was later legislation allows the expansion of the project to include other law enforcement agencies. EOPSS is reluctant to support the expansion of the project due to diminishing funds. Tom stated that this issue has been identified in multiple after action reports. Sandra asked about the cost to do the project for the Sheriff Departments in our region. Tom stated that the cost is \$300 per agency and then \$7.90 per id. Discussion followed.

<p>Motion: Sandra Martin moved to approve up to \$15,000 from FFY08 to expand the Police ID project for the Sherriff's Departments in the Western Region. Carolyn Shores Ness seconded. Motion passed unanimously.</p>

Updates from Disciplines

- FIRE: Eric Madison stated that the Tech Rescue Committee is moving along. The training drills held have been well attended and successful. The final draft of the commitment document has been released. Eric stated that the Fire Academy construction time to the Springfield facility will be two years. It will be a great facility for trainings. The ground breaking is expected to be next fall.

Eric stated that this will be his last meeting. He explained that he has too many commitments and it was not an easy decision to make. WMFCA has selected Chief Pond from Holyoke will be his replacement. Eric thanked everyone for their professionalism and dedication.

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Tom Grady stated that Eric will be a tough act to follow and thanked him for his time on the Council. A chair for the CBRNE Subcommittee will need to be appointed.

Mark Babineau stated that the number one issue for Fire Departments right now is tech rescue. As funding decreases it is important to standardize tech rescue procedures and to set up successful and sustainable teams. Sue stated that the tech rescue trailers have been ordered.

- POLICE: Russ stated that Mike Wynn brought the new Bearcat vehicle to the Annual Western Mass Chief of Police Association meeting at the Log Cabin in Holyoke on November 13th. A picture and article was in the Republican. The Bearcat was deployed two days after it was delivered to the Pittsfield Police Department.
- EMS: none
- EMD: none
- PUBLIC HEALTH: Sandra stated that there will be upcoming public health coalition exercises to test plans to distribute food, water and sharing information with the public. The Berkshire exercise will be held at the Red Lion Inn on November 29th. The other exercises will be held in December. This series is funded by the Council.
- TRANSPORTATION: none
- DPW: none
- CORRECTIONS: none
- COMMUNICATIONS: none
- HOSPITALS: none
- LOCAL GOVERNMENT: Carolyn Shores Ness thanked Pat Carnevale and Kurt Schwartz for their support to get the water levels drawn down prior to Hurricane Sandy. Discussion followed concerning the HHAN alert system and who can be included. Gail and Pat offered to assist setting up Trans Canada with the EMD group under the HHAN system.

The Ham radio exercise is being rescheduled. A firm date should be set by next month's meeting.

Sue stated that the National Guard will be presenting at the Hampshire Select Board quarterly meeting in Hatfield. The meeting notice is on the website, www.wrhasac.org. You must register to attend.

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- Massachusetts State Police (MSP): none
- MEMA: Pat Carnevale stated that the Public Assistance Debris Management Conference will be held at the Log Cabin Restaurant in Holyoke on December 19th. The conference is limited to 270 people.
- EOPSS: John stated that the FY08 contracts are scheduled to end on February 28, 2013. The FY09 Contracts are scheduled to end on December 31, 2012. An extension application was submitted and we should hear soon. Some other state's extensions for FY09 funds have been denied. The FY12 contracts should be released by the end of the year.

Planning /Pandemic Flu:

Sandra stated that the subcommittee was tasked with purchasing additional sheltering supplies. The subcommittee feels that the assets should remain regional assets. Contacting every town and assessing their storage capacity, needs, etc. would be a very difficult and time consuming task. Sandra asked for input from the Council on how to proceed. Pat Carnevale stated that he admired the WRSHAC approach of holding caches of supplies around the region. Worcester County equipped each town with a light tower, sign board, etc. but the system has not worked well for sharing the assets throughout the region. Melissa stated that communities tend to want to open local shelters and not regional ones. Eric stated that the feedback from the fire chiefs was to shore up sheltering supplies in all of our communities. Josh agreed that there is no one easy solution. Once a shelter is opened the managing of the shelter is a huge task. Opening a regional shelter requires a depth of trained people. Tom Lynch suggested setting controls so that communities can not take the resources in advance of an event. Discussion followed. Sandra suggested changing the policy to state that if Homeland Security resources are used then the shelter must be a regional shelter.

Motion: Sandra Martin moved to have a show of hands for those in favor of supplying individual communities with sheltering supplies. Eric Madison seconded. Two Votes in favor. Motion did not pass.

Motion: Carolyn Shores Ness moved to change the regional assets policy to indicate that if regional assets are used in a shelter then the shelter must be a regional shelter and that request to borrow the resources must go through the RMS system. Melissa Nazzaro seconded. Motion passed unanimously.

Tom Grady asked the Planning Subcommittee to draft the language for the policy change. Sue stated that these changes are going to require additional staff time. The resource guide will need to be changed and reprinted and the video on how to use the sheltering trailers will also need to be updated.

Sandra informed the Council that the FRCOG needs additional funds to complete the Franklin County piece of the Regional Sheltering Implementation project. The work is taking more hours

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than expected. The Planning committee approved to use some remaining FFY08 funds for this. An additional request may come at a later date if the FFY09 funds are extended.

Motion: Sandra Martin moved to approve \$2,050 from FFY08 funds to FRCOG for continued work on Regional Sheltering Implementation. Melissa Nazzaro seconded. Motion passed unanimously.

Sandra stated that an additional \$10,000 has been requested to cover legal consultation for the regional sheltering documents such as the Inter-municipal Agreements. This request is from the Southern Berkshire REPC and would be used for work specific to an agreement between them and their towns. The template could possibly be used by other REPC, but each REPC would likely incur further legal fees for specifics to their needs. Sandra asked for input from the Council. Sue stated that the IMA template of the regional sheltering project is basically completed and any community specific alterations should be reviewed by the municipal legal counsel at their expense. Tom Grady tabled the discussion until the December meeting to have time to review the template. Sue will distribute the template via email.

Interoperability/Information Sharing:

Russ stated that the FAA has required an additional study that will take an additional 120 days to complete for the FCECS Route 202 tower project. This will take us beyond the contract deadline if an extension is not granted.

Russ stated that there is \$1,500 in fees related to the use of the Crown Castle Tower in Cummington. Discussion followed.

Motion: Russ Sienkewicz moved to approve \$1,500 from FFY09 unallocated to pay for fees related to the Crown Castle Tower. Carolyn Shores Ness seconded. Voted unanimously.

Russ stated that MAPC did not approve the increase of the SIEC contract. They require that an RFP be issued. This has been issued and response are expected soon.

Every Council's application for the Radio Reprogramming grant was approved. If the FY09 funding is granted an extension then all applicants will get the full funding requested.

Training and Exercise:

Tom stated that the subcommittee met just prior to this meeting.

Tom stated that the NBREPC is planning a functional Safe Passage exercise for February 20, 2013. The exercise will be a mass casualty incident involving a local transportation company transporting passengers on a bus trip to one of the casinos.

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Motion: Tom Grady motioned to approve \$29,250 from FFY10 Exercise funds for the Safe Passage Exercise. Sandra Martin seconded. Motion passed unanimously.

Tom stated that Five Colleges Inc. is planning a tabletop exercise to test the Five College Joint Information System in June. Discussion followed.

Motion: Tom Grady motioned to approve \$14,950 from FFY11 Exercise funds for the Five College Joint Information System exercise. Sandra Martin seconded. Motion passed unanimously.

Tom stated that the Hampshire REPC would like to hold an Ethanol Spill tabletop exercise. Franklin County recently held this exercise and it was very well received. The exercise is scheduled for April 2013. Josh Shanley will conduct the training.

Motion: Tom Grady motioned to approve \$10,250 from FFY10 Exercise funds for the Hampshire County Ethanol Spill tabletop exercise. Sandra Martin seconded. Carolyn Shores Ness abstained. Motion passed.

Tom stated that this is a Hampden County Hazmat exercise that will simulate a leak of an unknown substance from a hazmat truck that has collided with a bus of ski visitors. This will be a series of exercises beginning with a table top. Sue suggested requesting the funding for only the table top exercise at this time. Discussion followed. This is a new group with a lot of partners.

Motion: Tom Grady motioned to approve up to \$18,000 from FFY10 Exercise funds for the Operation Eagle Strike tabletop exercise, \$15,000 for the exercise and \$3,000 for backfill and overtime. Sandra Martin seconded. Motion passed unanimously.

Equipment/PPE:

Sue stated that the traffic safety trailers and the newest shelter trailer are expected to be delivered in two weeks. The DART Trailers supplies restocking have been completed.

CBRNE/IED:

Sue stated that the CBRNE Subcommittee has authorized sending up to 30 people to Incident Response to Terrorist Bombing train the trainer training in New Mexico in the spring. It is hoped that 12 fire representative, 12 law enforcement and 6 EMS will sign up. The funding will cover travel, food, lodging, as well as airport mileage and parking, and backfill and overtime for hours spent in the training. Tom Grady requested that to the extent possible that the opportunity to attend is spread evenly over the four counties.

Fiduciary Report:

Sue thanked everyone for their condolences on her cousin's death.

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Sue stated that it will be required to have measurable outcomes in the 2012 homeland security funded projects. EOPSS will be looking for hard data for current projects as well. Sue may need to contact members to finalize the 2012 plan.

As we move forward with projects, EOPSS will require in depth data for identified gaps. These gaps can be taken from things like after action reports. Additional phases of projects will need to state the current status and describe the end result.

The website has a new events and news section. Sue encouraged members to send her any announcements they'd like posted to the web. Please let Sue know if there are any events or news items that should not be shared on Twitter or Facebook.

Sue stated that there are Western MassReady tote bags available if anyone would like some.

Sue stated that a motion is needed to cover travel expenses for the Faithbased phase II project.

<p>Motion: Carolyn Shores Ness motioned to move \$765.00 from FFY09 unallocated funds to the Faithbased Phase II project. Tom Lynch seconded. Sandra Martin abstained. Motion passed.</p>

Other states have applied and been denied extensions for the FY09 funds. We have not heard about our extension application yet. EOPSS feels that we had a strong application due to the FAA required study for the FCECS Route 202 project.

Sue stated that there is still some unallocated funding in FY09. Discussion followed regarding purchasing additional variable message boards. If the extension is denied the Council will need to discuss some last minute purchases.

Old Business:

No old business was discussed.

New Business:

No new business was discussed.

Business Unforeseen by Chair

No unforeseen business was presented.

Next Steps/Future Meetings

Tom thanked the group for their hard work and dedication.

The next meeting of the Western Regional Homeland Security Advisory Council will be held on Tuesday, December 18th at 10:00am at the WMEMS.

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There being no further business Russ Sienkiewicz moved to adjourn. Sandra Martin seconded.
Voted unanimously.

The meeting adjourned at 11:45 am.

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