

Western Regional Homeland Security Advisory Council
Meeting Minutes
Tuesday, February 19, 2013, 10:00am
Northampton Police Department, 29 Center Street, Northampton, MA

In attendance: Sue Brown (FRCOG), Gretchen Johnson (FRCOG), Thomas Grady (BCSO), Ann Shea (MMC), Tom Lynch (BHS), Melissa Nazzaro (Spfld Comm), Linda Gross (FRCOG), Josiah Neiderbach (PVPC), Pat Smith (FRCOG), Bob Barry (MEMA), Carolyn Shores Ness (Mun. Gov.), Tracy Rogers (FRCOG) proxy for Sandra Martin, John Fabiano (EOPSS), Linda Moriarty (WMEMS), Russell Sienkiewicz (NPD), Stew Pease (D5 HazMat), Dennis Nazzaro (NFD/DFS), Mike Wynn (PPD), Jason Breault (PPD), Lisa Danner (SAIC), Josh Shanley (NEM).

The meeting was brought to order at 10:08 am by Thomas Grady, Council Chair. A round of introductions followed.

The Council reviewed the minutes from the January 15, 2013 meeting.

<p>Motion: Carolyn Shores Ness moved to approve the minutes from the January 15, 2013 meeting as submitted. Mark Babineau seconded. Motion passed.</p>

MEMA Mass Care Sheltering Concept of Coordination Presentation

Lisa Danner of SAIC, gave a PowerPoint presentation. Lisa stated that she presented to the Council on this project last year.

The purpose of the concept of coordination is to:

- Provide a scalable framework for coordination and maximizing resources to support mass care and shelter operations across the state
- Ensure all populations receive adequate and appropriate shelter
- Improve situational awareness
- Facilitate shelter decision making

The scope and applicability build on established capabilities for mass care at the local, regional, and state level. It is important to note that this concept does not supplant local decision making. It is designed to assist communities and the Commonwealth in establishing scalable and sustainable shelter operations. Statewide coordination will be facilitated with ARC and DPH support. There were two approaches identified, the locally initiated and phased approach and then the State-Initiated Multi-Community Shelters. Situational awareness is critical for successful implementation. Pat asked if the State initiates a shelter and a community decides to keep the local or regional shelter open will it still be eligible for reimbursement if the event qualifies. The answer was yes. Russ asked if the tracking procedures change if a regional shelter becomes a state shelter. Bob Barry said that the tracking is done locally and submitted for local reimbursement. MEMA will primarily focus resources on the state shelters and support the regional shelters with any additional resources available. Tom stated that he feels the best response in many disaster situations is to bring the resources to where the people need it and set up tent cities. Bob stated that that type of response is a possibility but very expensive. FEMA has those resources but it takes time to deploy them. Sue asked when the Concept of Coordination Plan will be engaged. Lisa stated that the project will be completed in May. Then MEMA will work on implementing the Plan. Discussion followed.

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Updates from Chair

Tom stated that most of the statewide subcommittees are continuing to meet. The Tech Rescue group is the only one that has not been able to come to a consensus on the training and equipment standards.

There was an issue in deploying the shelter trailers from the Salvation Army in Springfield to assist in the Eastern part of the State during the last snow storm. The Salvation Army did not feel authorized to deploy the trailers outside of the region. The problem was resolved. The trailers were deployed and came back fully restocked. Discussion followed.

Updates from Disciplines

- FIRE: none

- POLICE: Russ stated that a new representative from MSP has been assigned. He had a conflict and was not able to attend the meeting today. Russ stated that some states have portable x-ray and metal detectors. He asked if the Council could fund that type of resource. Sue stated that it is an allowable expense. The request will need to be submitted to the CBRNE Subcommittee. Discussion followed.

<p>Motion: Carolyn Shores Ness moved to support the purchase of portable x-ray and metal detector equipment. Melissa Nazzaro seconded. Motion passed.</p>
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- EMS: Linda Moriarty stated that a new State Director has been appointed. The new Director has a background in EMS and Public Works. It is hoped that work on the Strategic Planning Process will continue soon.

- EMD: none

- PUBLIC HEALTH: none

- TRANSPORTATION: none

- DPW: none

- CORRECTIONS: Tom stated that the flyer for the high risk transporting training has been distributed. This is a valuable training please distribute and encourage attendance.

- COMMUNICATIONS: Melissa stated that SAIC approved the Berkshire 385 update project.

- HOSPITALS: none

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- LOCAL GOVERNMENT: Carolyn announced that funding has been procured to offer training to DPW Departments on how to respond to events and how to handle the repairs afterward. The training will also include tracking of debris in rivers. It is hoped that the training can coordinate with the Critical Infrastructure project. Discussion followed.
- Massachusetts State Police (MSP): none
- MEMA: Bob stated that the quarterly meeting will be held on March 12th. There will be a 9 am and 6 pm session.
- EOPSS: John stated that the FFY09 funds were granted a six month extension. The decision was made after the contract expired. New contracts are being written. Simplifying the extension process is being discussed. It is hoped that a multi-state extension will be allowed for the FFY10 funds. Tom stated that Jen Ball had her baby. The THIRA report has been submitted.

Planning /Pandemic Flu:

Sue stated that the Subcommittee and the RPAs in conjunction with the REPCs are working on sheltering supplies purchase. The procurement will be based on the regional shelter plan. Discussion followed.

Motion: Carolyn Shores Ness moved to approve and additional amount of \$10,000 FFY09 funds for the FRCOG to continue to work on the Regional Sheltering Plan. Linda Moriarty seconded. Tracy Rogers abstained. Motion passed.

The Faith Based Project Phase III project has requested \$1,500 for technical assistance to have a blog on the Western Mass Ready site.

Motion: Linda Moriarty moved approve \$1,500 FFY09 funds for technical assistance for a blog on the Western Mass Ready site to support the Faith Based Project. Russ Sienkiewicz seconded. Motion passed.

It has been decided that an RFP for the Critical Infrastructure Project will best suit our needs. It was discussed at the Training and Exercise Subcommittee meeting to switch the project to include more trainings rather than exercises to make it more sustainable.

The IRAA SOG table top training was held in January. It was challenging to coordinate. The functional exercise is being planned. It may become a shelter training event. This may require an amendment for additional funds. More information will be finalized by the March Council meeting.

Interoperability/Information Sharing:

Russ stated that the improvements to the Borden Mountain tower on hold until DCR releases the permit.

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The Hampshire Hills Project went live last Thursday.

The FAA has approved the tower in Orange for the FCECS project. The tower will be required to be painted and lighted.

Sue stated that SAIC has helped develop the scope of work for the radio reprogramming RFP for a consultant to conduct the work.

Linda stated that there has been discussion about the CMED project. Sue cautioned that the project needs to move forward or it could lose the funding.

Berkshire 385 update project was approved and can move forward.

Sue stated that the purchase of laptops and radio reprogramming software has been approved. Melissa cautioned that if a vendor damages a radio they are obligated to replace it. Discussion followed.

Training and Exercises:

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

Springfield Fire Department – Leadership and Management in Surface Transportation Incidents - \$1,203.54

Tom stated that there is a request for a single person to attend a leadership and management in surface transportation incident training.

Motion: Carolyn Shores Ness motioned to approve \$1,203.54 FFY10 Training funds for the Leadership and Management in Surface Transportation Incidents training. TOM Lynch seconded. Motion passed unanimously.

Hampshire EMS – PreHospital Trauma Life Support - 1 Day - \$23,820 and 2 Day - \$45,000

Tom stated that this request is for two trainings the first is for a one day PreHospital Trauma Life Support class focused on training first responders. The one day class has not been offered before in this region. The other is a more expanded 2 day class. Both trainings will be held at the Easthampton Fire Department. Discussion followed.

Motion: Carolyn Shores Ness motioned to approve FFY11 training funds in the amount of \$23,820 for the One Day PHTLS training and \$45,000. Tom Lynch seconded. Motion passed unanimously.

Village Ambulance – Additional funds for Look, Listen, Feel - \$13,920

Tom stated that the original request was for up to 35 participants. There were over 65 requests for this training within three days. The request is to expand the training. Discussion followed.

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Motion: Carolyn Shores Ness motioned to approve and additional \$13,920 from FFY10 Training and Exercise funds for the Village Ambulance – Look, Listen, Feel training. Tom Lynch seconded. Motion passed unanimously.

West Springfield Fire Department – Pediatric Emergency Assessment, Recognition and Stabilization (PEARS) - \$20,556

Tom stated that the original request was for up to 36 participants. The training is meant for first responders.

Motion: Carolyn Shores Ness motioned to approve an additional \$20,556 from FFY11 Training and Exercise funds for the PEARS training. Tom Lynch seconded. Motion passed unanimously.

Equipment/PPE:

Sue stated that the traffic trailers have been delivered. The Sales Representative for the trailer also works part time for law enforcement. He liked our traffic trailers so much that he is positioning similar trailers for hurricane evacuation routes in his State. He wanted to express his thanks for the idea.

Discussion followed about contacts at the Salvation Army in Springfield. No action was required. The equipment should be delivered over the next few months. The team will pack the trailers and then distributed.

CBRNE/IED:

The tech rescue team equipment trailers have been delivered to Chicopee. Tom stated that he is working on coordinating a training for the traffic safety trailers. Chief Madison notified Tom that there was recently a fire in West Springfield and the foam trailer was requested and used. The equipment worked great and the replenishing of the foam went seamlessly.

Fiduciary Report:

Sue stated that the FFY08 funds expire this month. Two message boards and the laptops and reprogramming software that was discussed were purchased. There is \$9,354 that can be spent before the end of the month. Discussion followed regarding the light and paint needed for the FCECS project.

Motion: Linda Moriarty motioned to authorize the Interops Subcommittee to expend the balance of the FFY08 funds as deemed appropriate. Carolyn Shores Ness seconded. Motion passed unanimously.

Russ thanked the Council.

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Sue stated that the FFY09 extension was approved. However, the current contract had expired and new contracts are being prepared. FFY09 purchase orders will need to be reissued. FFY09 hourly work will need to stay on hold until the contracts are completed. There is a balance of approximately \$27,000 in FFY09. Discussion followed concerning getting quotes on the portable x-ray and metal detector units. Tom stated that he would coordinate a CBRNE meeting.

Sue stated that a motion was required to approve a travel reimbursement for Sandra Martin.

Motion: Linda Moriarty motioned to pay \$292.50 from FFY08 for Sandra Martin's travel reimbursement. Carolyn Shores Ness seconded. Motion passed unanimously.

Sue stated that the FFY10 projects seem to be all on schedule to be completed on time. If the FFY10 funds are not allowed an extension the COG support will be challenging. Discussion followed.

Old Business:

No old business was presented.

New Business:

Carolyn stated that she would like to have an alternate to attend meetings when she is not available. Sue stated that she needed the contact information.

Melissa stated that she may have recruited a DPW representative for the Council. John stated that he will look into the appointing authority for the DPW.

Business Unforeseen by Chair

No unforeseen business was presented.

Next Steps/Future Meetings

Tom thanked Russ for the use of the Community Room and taking the day to go to the Interops meeting in Boston.

The next meeting of the Western Regional Homeland Security Advisory Council will be held on Tuesday, March 19th at 10:00am at WMEMS.

There being no further business Linda Moriarty moved to adjourn. Carolyn Shores Ness seconded. Voted unanimously.

The meeting adjourned at 11:41 am.

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

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