

Western Regional Homeland Security Advisory Council
Meeting Minutes
Tuesday, June 19, 2018, 10:00 am
Hatfield Fire Department, 3 School Street, Hatfield, MA

Present: Raine Brown (FRCOG), Tom Grady, (BCSO), Bob Barry (MEMA) and representing Bob Hassett (CMED), Carolyn Shores Ness (Deerfield BOS/BOH), Dennis Annear (NWMIMT) Nick DaDalt (EOPSS), Tracy Rogers (FRCOG), Chris Bouchard (Beckett Highway), Ann Shea (MMC), Monica Wynne (Baystate Health), Jeanne Galloway (HCHC), Vivien Tran (West Spfld. Public Health, Intern), Jamin Carrol (PVTa), Arthur Hebb (MSP), Michael Glisson (Granger Inc.), Steve Kozlowski (WMLEC), Paul Morrisette (East Longmeadow FD), Ann Dunne (FRCOG)

This meeting was audio recorded.

Thomas Grady called the meeting to order at 10:00 am.

A round of introductions followed.

Approval of Minutes -

The committee reviewed the minutes from the May 15, 2018 meeting.

<p>Motion: Carolyn Shores Ness moved to approve the May 15, 2018 meeting minutes as presented. Chris Bouchard seconded. Motion passed unanimously.</p>

Updates from the Chair –

MEMA invited the Council Chairs to an upcoming emergency support functions meeting, which will focus on cyber security.

Updates from Disciplines

- FIRE: None
- POLICE: None.
- EMS: None.
- EMD: None.
- PUBLIC HEALTH: Jeanne Galloway reported that the Pioneer Valley Mosquito Control District is now established and their first meeting will take place on Friday, June 22, 2018. Jeanne and Carolyn Shores Ness are commissioners.
- TRANSPORTATION: None.
- DPW: None.
- CORRECTIONS: None

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- COMMUNICATIONS: None
- HOSPITAL: None.
- LOCAL GOVERNMENT: Carolyn Shores Ness noted the upcoming meeting of the Pioneer Valley Mosquito Control District.
- Massachusetts State Police (MSP). None
- MEMA: Bob Barry noted The Emergency Management Performance Grant Program (EMPG) FY2018 funding notifications will be released soon. The left over funds from FY2017 will be offered as competitive grants a few weeks later.
- PVTA: PVTA are waiting on the state budget.
- EOPSS: Nick DaDalt reported the FFY18 Homeland Security grant award was less than anticipated. EOPSS supports the train the trainer initiatives, which helps sustain our programs and outreach. Nick shared the recent photo stories from the recent training exercises with the State and Federal HS Offices.

Planning/Pandemic Flu: Ann Shea asked the Council to approve the following motion:

- Family Reunification Phase II- Adobe Captivate Update - Additional funds

The 4-year subscription will provide cloud access and sharing capabilities between multiple users.

\$4,300.00 was approved at a previous meeting, and the additional funds of \$1,412.00 will cover the difference, to be allocated from the FFY16 MACC Phase V funds.

Motion: Carolyn Shores Ness made a motion to approve \$1,412.00 to cover the additional funds required to purchase the adobe captivate software. Steve Kozlowski seconded. Motion passed unanimously.

The next Planning/Pandemic Flu meeting will be held on July 10, 2018 instead of July 03, 2018.

Interoperability/Information Sharing: Raine has contracted with a vendor to complete the CMED EHP work. The final phase of the WMLEC Gap project was awarded to Motorola.

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Training and Exercises: Tom asked the Council to approve the following motions:

School Emergency Triage Training – August 23, 2018

To meet the increased demand in registration, the participant capacity was doubled to accommodate 200 people. The original request of \$8,550.00 was approved at the last meeting, and Tom asked for a motion to cover the additional costs of \$6,120.00.

Motion: Carolyn Shores Ness moved to approve the additional costs of \$6,120.00 for the School Emergency Triage Training. Paul Morrisette seconded the motion. Motion passed unanimously.

Berkshire County Mental Health First Aid training.

A motion was made to approve the Berkshire County Mental Health First Aid training, to be held in fall:

Motion: Carolyn Shores Ness moved to approve \$3,550.00 for the Berkshire County Mental Health First Aid training. Steve Kozloski seconded the motion. Motion passed unanimously.

Tom noted how impressed the facilitators of the Sports Management Training at UMASS were with the advanced level of training of the emergency services personnel. He asked the Council to continue to bring regional training ideas to the committee.

Promotional Pens.

Raine requested \$ 2,700.00 to purchase promotional pens for use at future training sessions.

Motion: Jeanne Galloway moved to approve up to \$3,000.00 to purchase promotional pens. Carolyn Shores Ness seconded the motion. Motion passed unanimously.

Equipment/PPE:

There is a slight increase of \$95.99 in the cost of the equipment replacement for the North Adams shelter trailer.

A motion was made to approve the additional costs:

Motion: Carolyn Shores Ness moved to approve \$95.99 to cover the increase in costs. Bob Barry seconded the motion. Motion passed unanimously.

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CBRNE/IED: The structural collapse equipment is being delivered, and the project should be completed by July.

Fiduciary Report:

Raine reported on the budget, and has received a verbal approval to extend the FFY16 grant to December 31, 2018. The FFY17 funds are available to be spent.

MAPC is working on end of year fiscal year finances, and have requested all invoices to be submitted by July 31, 2018 for work completed before June 30.

Old Business: School Representatives.

EOPSS has requested the Council to consider adding one or two school representatives as voting members. It was agreed to continue the discussion at future meetings. As there is a process to approve the bylaw changes, Nick DaDalt will share the approved bylaws from the other Councils. Raine will conduct some research and contact the MA Association of School Superintendents.

New Business: The Council agreed to defer the August meeting.

Business Unforeseen by Chair: Tom commented on the advanced level of pre-planning and preparedness leading up to the upcoming July 4th events and celebrations. And the increased demand on available shared resources.

Next Steps/Future Meetings

The next Council meeting will be held on July 17, 2018 at 10:00 am at the Hatfield Fire Department, 3 School Street, Hatfield, MA

<p>Motion: Paul Morrisette moved to adjourn. Carolyn Shores Ness seconded. Motion passed unanimously.</p>

The meeting adjourned at 10:35AM

List of Documents Reviewed at the Meeting

- WRHSAC Council Meeting Minutes from May 15, 2018
- WRHSAC Fiduciary Report : FFY16 Homeland Security Grant, 6/14/2018
- WRHSAC: FFY17 Western Region Homeland Security Grant, 6/14/2018
- Bylaws of the WRHSAC

Respectfully Submitted by
Ann Dunne,
Franklin Regional Council of Governments