

**Western Regional Homeland Security Advisory Council
Training and Exercise Subcommittee Meeting Minutes
Tuesday, April 16, 2019 , 9:00 am
Hatfield Fire Department
3 School Street, Hatfield, MA**

Present: Raine Brown (FRCOG), Tom Grady (BCSO), Jeanne Galloway (HCHC), Mary Kersell (NWMIMT), Monica Wynne (Baystate Health), Bob Barry (MEMA), Bob LaFord (UMASS EMS), Carolyn Shores Ness (Deerfield BOS/BOH), Steve Gaughan (Hatfield EMS), David Rice (Greenfield PD), Nick DaDalt (EOPSS), Tracy Rogers (FRCOG), Allison Egan (BRPC), Brian Rust (CDH), Deb Clapp (WMEMS), Ann Dunne (FRCOG),

This meeting was audio recorded.

Chairman Tom Grady called the meeting to order at 9:03 am.

A round of introductions followed.

Minutes

The committee reviewed the minutes from the March 19, 2019 meeting.

Motion: Bob Barry moved to approve the minutes from the March 19, 2019 meeting. Tracy Rogers seconded the motion. Motion passed unanimously.

Budget Review

Raine Brown reviewed the budget and noted approximately \$13,000.00 remains in the FFY17 funds to be spent by July 2019. The FFY18 funds of \$228,125.00 is available to be spent by July 2020.

FFY17 T&E

Debris Management Chainsaw Safety Training.

The dates were changed due to the delay in the EHP approval process. There is an interest in repeating the course, the difficulty is finding a suitable site. All the current classes are full.

- A Basic Skills & Safety course will be held on April 26 & 27 in Cummington, MA.
- A Basic Skills & Safety course will be held on April 30 and May 01 in Springfield, MA.
- The After the Storm one day session will be held on May 15 in Springfield, MA.

Emerging Threats Training 2019: May 08, 2019

Registration is open, and is filling up quickly. The training will take place in Easthampton, MA

Officer Down Recertification Training – June 10-12, 2019

The course is full, with a good mix of disciplines participating. The training will take place at the Swift River Gun Club, Belchertown, MA.

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Special Events Incident Management

Enhanced incident Management – July 09-11, 2019- the course is full.

Raine is seeking a different space to hold the event, as MEMA, Agawam is too small to accommodate the instructors' preferred classroom set up to run the exercises. Hadley Farms meeting house is available, and the following motion was made to increase the budget to cover the location fees and the meal costs for the 3-day event.

Motion: Bob LaFord moved to approve the additional budget increase of \$5,218.72 to cover the location and the meal cost. Monica Wynne seconded the motion. Motion passed unanimously.

Total Project Cost : \$9218.72.

ATIRC Course available to the region – July 17-19, 2019 - \$10,000.00

Raine is working to secure a suitable location to hold the training, possibly at Amherst Fire Dept. or at UMASS, Amherst. Once the location is secured the above dates will be confirmed.

Hazmat Team Homemade Explosive Training Request- December 2019

The project is approved, and Raine is working on the procurement process.

Old Business:

Inner Resilience for First Responders:

EOPSS has informed Raine that they see her facilitating and offering this training as a conflict of interest to her position as Homeland Security Program Manager. Raine took the circumstance to the State Ethics Commission to see if there might be a way to show transparency to avoid the appearance of conflict of interest. The Commission advised Raine a possible way is to offer her services as a gift to WRHSAC. Raine presented the subcommittee with a letter detailing the gift and recused herself from the room while the committee considered the letter. The committee agreed to accept the training as a gift.

Motion: Bob LaFord moved to accept the training as a gift. Steve Gaughan seconded the motion.

After further discussion the motion was amended to increase the support costs to \$3,000.00

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Motion: Bob LaFord moved to accept the training as a gift, and to increase the budget up to \$3,000.00. Steve Gaughan seconded the motion. Motion passed unanimously.

Raine was invited back into the room.

Rescue Task Force Training.

No updates.

Vehicle Based Rescue Training.

No updates.

New Business:

WMEMS Training Equipment Request.

Deborah Clapp presented the Western Mass. Emergency Medical Services request for Region 1 Training Equipment and supplies. EMTs and First Responders must maintain CPR recertification requirements, and WMEMS, in an effort to keep the agency costs low, loans CPR manikins, equipment and supplies at no cost to the agencies. However, effective Jan 01, 2019, the American Heart Association instituted a mandatory CPR feedback device requirement for training. Only two of the existing regional CPR manikins have feedback devices. Deb would like to purchase 2 ‘family packs’ each consisting of 2 adults, 1 child and 2 infants, all with feedback devices. Deb outlined the additional necessary supplies for these kits. The request also includes AED trainers.

The equipment will be made available to Region 1 agencies and communities for training.

Motion: Tracy Rogers moved to approve up to \$2,500.00 to purchase the family packs and additional equipment as requested. Carolyn Shores Ness seconded the motion.

After further discussion of the benefits of the equipment to the region, the request was increased to additionally cover the purchase of eight adult and eight infant feedback mannequins.

Motion: Carolyn Shores Ness moved to increase the funding to \$5,000.00 to purchase the ‘family packs’ and additional equipment as noted. Bob Barry seconded the motion.

Following further discussion it was agreed to increase the funding to \$5,500.00, to be taken from the FFY17 budget, and to allow Raine to collaborate with Deb to make a final decision on the equipment purchased.

The motion was amended as follows:

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Motion: Bob Barry moved to increase the funding up to \$5,500.00 to purchase the supplies and additional equipment and to allow Raine to collaborate with Deb to make a final decision on the equipment purchased. Monica Wynne seconded the motion. Motion passed by a majority. One abstention.

The funds will be taken from the FFY17 budget.

Greenfield Police ALERTT Training Equipment Request- \$20,757.00

David Rice, Greenfield Police Department presented a proposal to obtain a set of active threat training equipment to conduct a multi-agency two-day active threat training in the Western Mass. Area. The goal is to provide officers with training to respond to active threat events. The equipment will be stored in Greenfield as a regional asset and agencies may borrow it to hold their own training.

Motion: Monica Wynne moved to approve \$20,757.00 to support the ALERTT Training and Equipment request. Steve Gaughan seconded the motion. Motion passed unanimously.

Tom Grady agreed with investing in regional assets, and expressed concerns about duplicating equipment that already exists as part of the regional cache.

The remaining FFY17 funds of \$11,500.00 would cover a portion of the costs, with the balance remaining allocated from the FFY18 budget.

The motion was amended as follows.

Motion: Monica Wynne moved to approve up to \$21,000.00 to support the ALERTT Training and Equipment request. Carolyn Shores Ness seconded the motion. Motion passed unanimously.

Tom Grady agreed with investing in regional assets and expressed concerns about duplicating equipment that already exists as part of the regional cache.

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FFY 2019 Investment Plan & Multi-Year Training & Exercise Plan Workshop.

Raine presented the investment plan considerations. A handout highlighted the projects and funding of projects of the last three years. Raine asked the committee to identify both “A” and “B” projects for the Investment Plan.

EOPSS has identified the following priorities for FFY 2019:

- Preventing, Responding to and Recovering from Active Shooter/ Incident/Complex Coordinated Terrorist Attack.
- Enhancing Cyber Security.
- Enhanced Communications

After a lengthy discussion about cybersecurity strategies and the challenges on planning the next steps to address the active shooter priority, it was agreed to use the general categories from previous years and to prioritize the investment plan based on EOPSS top priorities and to ask for level funding.

Motion: Monica Wynne moved to approve the investment plan draft based on level funding of \$210,025,00. Jeanne Galloway seconded the motion. Motion passed unanimously.

Business Unforeseen by the Chair : None

Next Steps/Future Meetings

The next meeting will be Tuesday, May 21, 2019 at 9:00 am, Hatfield Fire Department, 3 School Street, Hatfield, MA.

There being no further business, Bob Barry moved to adjourn. Tracy Rogers seconded. Voted unanimously in favor.

The meeting adjourned at 10:03 AM.

List of Documents Reviewed at the Meeting

- T&E Subcommittee Minutes from March 19, 2019 Meeting.
- WRHSAC FFY17 State Homeland Security Program T&E Budget Report – 4/12/2019
- WRHSAC FFY18 State Homeland Security Program T&E Budget Report – 4/12/2019
- Equipment request from WMEMS.
- Training Equipment Request from Greenfield PD.
- Inner Resilience for First Responders.

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- Investment Planning Considerations for FFY2019

Respectfully Submitted by Ann Dunne
Franklin Regional Council of Governments