

**Western Regional Homeland Security Advisory Council  
Training and Exercise Subcommittee Meeting Minutes  
Tuesday, May 21 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), Carolyn Shores Ness (Deerfield BOS/BOH), Nick DaDalt (EOPSS), Tracy Rogers (FRCOG), Brian Rust (CDH), Deb Clapp (WMEMS), Jay Hastings (Westfield State PD), Ann Dunne (FRCOG),

This meeting was audio recorded.

Chairman Tom Grady called the meeting to order at 9:01 am.

A round of introductions followed.

### **Minutes**

The committee reviewed the minutes from the April 16, 2019 meeting.

**Motion:** Tracy Rogers moved to approve the minutes from the April 16, 2019 meeting. Bob Barry seconded the motion. Motion passed unanimously.

### **Budget Review**

Raine reviewed the budget. Approximately \$2,500,00 remains in the FFY17 funds to be spent by July 2019. An interoperability project cost is slightly higher than expected. Raine will seek a transfer of funds from the Council to cover the shortfall.

The FFY18 funds are available to be spent by July 2020.

### **FFY17 T&E**

#### **Debris Management Chainsaw Safety Training.**

The training was very well received. There is interest in holding additional training workshops. Raine recommended holding similar sessions in the future.

#### **Emerging Threats Training 2019: May 08, 2019**

The training and the equipment demonstrations were well received and attended at full capacity.

#### **Officer Down Recertification Training – June 10-12, 2019**

The class is full. The training will take place at the Swift River Gun Club, Belchertown, MA.

#### **Special Events Incident Management - July 09-11, 2019**

The course is full and will be held at the Hadley Farms meeting house. Some attendees of the precursor trainings were delayed in letting Raine know they were interested in attending this

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class. Raine will reach out to some of the new registrants to see if they are willing to release their seats to accommodate those who attended the previous courses in this series.

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

Amherst College has suitable spaces and buildings for the exercises and training. Raine will send out invitations in a few weeks.

**Hazmat Team Homemade Explosive Training Request- December 2019**

The project is approved, and will take place in December 2019. Vendor procurement will happen soon.

**Inner Resilience for First Responders:**

Raine is waiting on a response from EOPSS.

**WMEMS Training Equipment Request.**

Raine reviewed the equipment with Deb Clapp. The specs for procurement have been sent to MAPC to purchase the equipment.

**Active Threat Training Equipment Cache - \$20,757.00**

Raine is collaborating with David Rice to prepare the specs. Expect procurement to begin in a couple of weeks.

**Old Business:**

**Rescue Task Force Training.**

No updates.

**Vehicle Based Rescue Training.**

No updates.

**New Business:**

**WMEMS Critical Incident Stress Management Team (CISM) Training Request**

Deb Clapp presented a training request, totaling \$6,500.00, to support the Region 1 CISM Team preparedness and local First Responder administrator readiness. The 45 member volunteer CISM team represent all the disciplines.

<p><b>Motion:</b> Carolyn Shores Ness moved to approve up to \$6,500.00 to support the International Critical Incident Stress Foundation Training Course. Bob Barry seconded the motion.</p>
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The course can accommodate up to 75 people. This class is designed to prepare Emergency Service providers who may need to address a Line of Duty Death. After a lengthy discussion the motion was modified.

**Motion:** Carolyn Shored Ness modified the motion to approve up to \$20,000.00 to support the International Critical Incident Stress Foundation Training Course, to accommodate 75 people. Jeanne Galloway seconded the motion. Motion passed by a majority. One abstention.

The training will take place in the fall. It is thought Hadley Farms may be a suitable training location. The committee will seek to partner with the other regions.

The funds will be taken from the FFY18 budget.

**MYTEP Update:**

Raine noted the multi-year exercise plan needs to be updated as part of the FFY2019 Investment Plan. The plan should address any identified gaps in recent exercises. Raine will discuss this further with Nick and bring an update to the next meeting.

**Faith Community Training:**

Raine noted she has heard from several faith based communities seeking a training to cover security and active threat preparedness. It was suggested to direct requests to the local police chiefs and fire departments to assist with local planning.

**0305 Training or other similar class:**

The Southeast Council approved an offering of the O 305 class. MAPC asked if any of the other regions were interested in this course. However, since there is not enough interest in this region to fill a class, and MEMA is focused on producing a state wide training, it was agreed to not pursue an offering of this training in the West.

**Wide Area Search Training (WMTRT):**

The TEEs training is scheduled for Dec 03 –Dec 05, 2019, to be held at the Chicopee Public Safety Complex. It has been brought in specifically for the Tech Rescue Team, who estimates sending up to 24 members. The training can accommodate up to 40. The remaining 16 seats are open to other agencies and participants. All tech rescue members backfill/overtime costs are absorbed by CBRNE. The facility is offered at no cost. Raine asked if the committee was interested in providing food for the training as is practice for trainings open to the region.

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**Motion:** Monica Wynne moved to approve up to \$5,000.00 to support the Wide Area Search Training. Carolyn Shores Ness seconded the motion. Motion passed unanimously.

The funding will cover the food costs for all 3 days.

**West Springfield/Big E Family Reunification Training:**

The West Springfield Fire Department is seeking to sponsor a Regional Reunification Full-Day Workshop taught by the I Love U Guys Foundation. It was agreed to open up participation to the wider community, to include large businesses and municipalities, as the course can accommodate up to 80 participants. The original request of \$8,200.00 covers the course delivery and the food costs for 30 people.

The motion accommodates up to 80 participants.

**Motion:** Carolyn Shores Ness moved to approve up to \$10,000.00 to support the West Springfield/Big E Family Reunification Training, and to incorporate the WRHSAC Reunification template into the training session. Monica Wynne seconded the motion. Motion passed unanimously.

Some possible dates were suggested. Raine indicated that much of July is already booked with trainings and will focus on the end of July dates. Tom asked MEMA to ensure the Big E is also considering evacuation planning and other emergency preparedness training.

**Business Unforeseen by the Chair :**

Tom asked for a motion to cover the costs of a Debris Management Chainsaw Safety Training.

**Motion:** Monica Wynne moved to approve up to \$9,000.00 to support another series of the Debris Management Chainsaw Safety Training. Carolyn Shores Ness seconded the motion. Motion passed unanimously

UMASS EMS sent an email to Raine indicating they used lessons learned from the Campus Safety and Security conference with the University of Florida speakers, and thanked WRHSAC for their support.

**Next Steps/Future Meetings**

The next meeting will be Tuesday, June 18, 2019 at 9:00 am, Hatfield Fire Department, 3 School Street, Hatfield, MA.

There being no further business, Tracy Rogers moved to adjourn. Monica Wynne seconded.

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Voted unanimously in favor.

The meeting adjourned at 09:51 AM.

**List of Documents Reviewed at the Meeting**

- T&E Subcommittee Minutes from April 16, 2019 Meeting.
- WRHSAC FFY17 State Homeland Security Program T&E Budget Report – 5/16/2019
- WRHSAC FFY18 State Homeland Security Program T&E Budget Report – 5/16/2019
- Training request from WMEMS.
- Regional Reunification Workshop Proposal.

Respectfully Submitted by Ann Dunne  
Franklin Regional Council of Governments