

**Western Regional Homeland Security Advisory Council
Training and Exercise Subcommittee Meeting Minutes
Tuesday, January 17, 2023, 9:00 am**

Subcommittee members present: Jeanne Galloway (West Springfield Public Health), Thomas Grady (BCSO), Nick Licata (HMCC/FRCOG), Sandra Martin (BRPC), Carolyn Shores Ness (Deerfield BOS/BOH), Norene Pease (Shutesbury BOH/MAPHCO), Monica Wynne (Baystate)

Non-members present: C.J. Bartone (West Springfield Fire/Hazmat D4), Raine Brown (FRCOG), Butch Garrity (MSP), Rachel Mason (FRCOG), William Millin (Northampton Fire/Western Mass Regional Dive Team), Eric Stratton (South Hadley Fire/Western Mass Regional Dive Team), Mike Westcott (Southwick PD/Western Regional Dive Team)

Subcommittee members absent: Bob Barry (MEMA), Jon Davine (Northampton Fire), Allison Egan (BRPC), Scott Flebotte (MEMA), Stephen Gaughan (Amherst Fire/EMS), Jay Hastings (Westfield State PD), Tom Kettle (Westfield State EMD), Chris Norris (Easthampton Fire), Brian Rust (CDH), Xander Sylvain (HMCC/FRCOG)

This meeting was conducted on Zoom. The meeting was recorded.

Tom Grady called the meeting to order at 9:00 am.

Minutes

The committee reviewed the minutes from the December 20, 2022 meeting.

Motion: Sandra Martin moved to approve the minutes from the December 20, 2022 meeting as submitted. Jeanne Galloway seconded the motion. A roll call vote was held. Jeanne Galloway, Sandra Martin, and Tom Grady voted in favor. The motion was approved.

Introductions followed.

Budget Review

Raine Brown reported. FFY20 T&E funds are all allocated. In FFY21 we have just over \$28,000 to spend by the end of July, 2023. FFY22 funds are now available, with just over \$241,000 to spend by the end of July, 2024. There is just over \$68,000 in Hazmat in FFY21 and \$30,000 in FFY22.

Current Training and Exercise Projects

Raine Brown reported on the status of each project.

GCC Portable Training Facility Trailer

There have been some bumps in the road with procurement for lighting. Raine is trying to see if GCC can buy it online and we can reimburse them, as it is under the \$10,000 threshold.

NWMIMT MGT-314 Travel Reimbursement

We received one request, which is being processed; after that this will be closed out.

SRT Operation CQB Training

Raine will be in touch with Chris Greene. They are hoping for a training in April.

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Advanced Medical Life Support

Both sessions are full with long waitlists. They will be held this month and next in Easthampton.

De-escalation Training

The trainings will be held on consecutive Wednesdays in February.

School Nurses PEARS Training

This is ongoing, with a few more sessions coming up. Sessions are being fully attended.

Dive Tender Training

The training will probably be held in May.

Nero's Law Training Equipment

Bids were due last week, but Raine has not yet heard from MAPC if there were responses.

SBREPC Rescue Task Force Training

This is out for procurement for a facilitator.

NWMIMT All Hazards Incident Management Teams Association Conference

The conference will be in California in March. Last month Raine had mentioned some back and forth with the team, but the issues have been ironed out and they will not need an amendment.

Old Business

Regional Dive Team training requests: Full Face Mask Certification & Dry Suit Certification

Eric Stratton presented the request for the team seeking funding for two trainings to bolster their capabilities. They need certification to be able to practice with the State team. A revised request was submitted to address the mismatch in the numbers noted last month.

Motion: Sandra Martin moved to approve \$2,340 for the full face mask certification training. Carolyn Shores Ness seconded the motion. A roll call vote was held. Jeanne Galloway, Sandra Martin, Nick Licata, Carolyn Shores Ness, Monica Wynne, and Norene Pease voted in favor. Tom Grady abstained. The motion was approved.

Motion: Sandra Martin moved to approve \$2,340 for the dry suit certification training. Carolyn Shores Ness seconded the motion. A roll call vote was held. Jeanne Galloway, Sandra Martin, Nick Licata, Carolyn Shores Ness, Monica Wynne, and Norene Pease voted in favor. Tom Grady abstained. The motion was approved.

New Business/Requests – None.

Business Unforeseen by the Chair – None.

Next Steps/Future Meetings

The next meeting will be held on Tuesday, February 21, 2023 at 9:00 am, as a virtual meeting.

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Motion: Carolyn Shores Ness moved to adjourn the meeting. Sandra Martin seconded the motion. A roll call vote was held. Jeanne Galloway, Sandra Martin, Tom Grady, Nick Licata, Carolyn Shores Ness, Monica Wynne, and Norene Pease voted in favor. The motion was approved.

The meeting adjourned at 9:11 am.

List of Documents Reviewed at the Meeting

- T&E Subcommittee Meeting Agenda for January 17, 2023
- T&E Subcommittee Meeting Minutes from December 20, 2022 (draft)
- WRHSAC FFY20 T&E Budget Report through 1/13/23
- WRHSAC FFY21 T&E Budget Report through 12/16/22
- WRHSAC FFY22 Budget Report through 1/13/23
- Requests from Eric Stratton / Western Regional Dive Team, dated 11/3/22, updated 12/27/22

Respectfully submitted by:

Rachel Mason
WRHSAC Program Assistant
Western Region Homeland Security Advisory Council
Franklin Regional Council of Governments

**Western Regional Homeland Security Advisory Council
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Subcommittee members present: Allison Egan (BRPC), Jon Davine (Northampton Fire), Stephen Gaughan (Amherst Fire/EMS), Thomas Grady (BCSO), Jay Hastings (Westfield State PD), Tom Kettle (Westfield State EMD), Nick Licata (HMCC/FRCOG), Sandra Martin (BRPC), Chris Norris (Easthampton Fire), Monica Wynne (Baystate)

Non-members present: C.J. Bartone (West Springfield Fire/Hazmat D4), Raine Brown (FRCOG), David Johnson (Franklin County SRT), Rachel Mason (FRCOG), Erik Ryan (West Springfield FD)

Subcommittee members absent: Bob Barry (MEMA), Scott Flebotte (MEMA), Jeanne Galloway (West Springfield Public Health), Carolyn Shores Ness (Deerfield BOS/BOH), Norene Pease (Shutesbury BOH/MAPHCO), Brian Rust (CDH), Xander Sylvain (HMCC/FRCOG)

This meeting was conducted on Zoom. The meeting was recorded.

Tom Grady called the meeting to order at 9:00 am.

Minutes

The committee reviewed the minutes from the January 17, 2023 meeting.

Motion: Sandra Martin moved to approve the minutes from the January 17, 2023 meeting as submitted. Monica Wynne seconded the motion. A roll call vote was held. Tom Grady, Sandra Martin, Monica Wynne, Jon Davine, Tom Kettle, and Chris Norris voted in favor. Jay Hastings, Steve Gaughan, and Allison Egan abstained. The motion was approved.

Introductions followed.

Budget Review

Raine Brown reported. In FFY20 we have less than \$400 left from projects that wrapped up, which Raine will roll into other projects. FFY21 currently ends at the end of July, but we are expecting an extension through December. In FFY21 we have just over \$42,000 in general T&E funds and just over \$68,000 for Hazmat. In FFY22 we have \$241,000 for general T&E and \$31,000 for Hazmat.

Current Training and Exercise Projects

Raine Brown reported on the status of each project.

GCC Portable Training Facility Trailer

We are just waiting for the lights, after which the project will wrap up.

SRT Operation CQB Training

Chris Greene of the Franklin County SRT informed Raine that he cannot get to this within the timeframe of the grant. They will return the \$18,000 to the Council. Raine will roll it into FFY21.

Advanced Medical Life Support

The first session, held last month, was well received. Another session will be held this weekend. There has been discussion about doing another round of this training in the fall.

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De-escalation Training

This has been going well. There have been two workshops so far. The final one is this week.

School Nurses PEARS Training

They have held four of the five sessions. The trainings have been fully attended and well received.

Dive Team Trainings

- *Tender Training* – This will be April 10 and 14, with one part indoors and one outdoors.
- *Face Mask Training and Dry Suit Training* – Raine is working with Eric Stratton on these. They will be going out to get quotes soon.

Nero's Law Training Equipment

After several rounds of procurement there was not sufficient response, so the request was split up. The manikins have now been delivered. Deb Clapp/WMEMS is procuring the rest of the equipment and will be reimbursed. There will be some funds left over.

SBREPC Rescue Task Force Training

We received quotes, but it ended up coming in not from the vendor SBREPC hoped for. One team member of this vendor is someone SBREPC have worked with and do not want back. Raine is working with SBREPC to see if they will accept the quote if that person does not instruct. The high school has money to spend on ASHER training, so another option is for them to use that instead. Raine will have more information at next month's meeting.

NWMIMT All Hazards Incident Management Teams Association Conference

This will take place in March.

Old Business

None.

New Business/Requests

Hazmat Team Training Requests – C.J. Bartone presented requests for two trainings. One would be in April, taught by The Hazmat Guys, on the topic of colorimetrics or “white chemistry.” The other training request is for a June training on corrosive liquids by Hazard3. There would be two sessions of each training, one in each district.

<p>Motion: Sandra Martin moved to approve \$10,000 for the Hazmat Colorimetric Training. Chris Norris seconded the motion. A roll call vote was held. Tom Grady, Sandra Martin, Monica Wynne, Jay Hastings, Steve Gaughan, Jon Davine, Chris Norris, Tom Kettle, Allison Egan, and Nick Licata voted in favor. The motion was approved.</p>
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Motion: Jon Davine moved to approve \$11,900 for the Hazmat Corrosive Materials Training. Chris Norris seconded the motion. A roll call vote was held. Tom Grady, Sandra Martin, Monica Wynne, Jay Hastings, Steve Gaughan, Jon Davine, Chris Norris, Tom Kettle, Allison Egan, and Nick Licata voted in favor. The motion was approved.

Springfield Fire Advanced Hydraulic Rescue Training – Erik Ryan presented a request for a two day auto extraction class. The last training was a stabilization training and was a success. They are hoping for April 5-6. There are two options for vendors with slightly different prices. See today's packet for details. They are asking for a total of \$18,000, which includes the cost of cars. Raine was not sure if that was an allowable expense. She also pointed out that they will need an EHP, so the April dates might not be possible. Jon Davine will talk to Mike Hatch about how he procured vehicles. Steve Gaughan noted that this is a common cost incurred with vehicle trainings because it is not always possible to get free vehicles.

Motion: Monica Wynne moved to approve \$18,000 for the Advanced Hydraulic Rescue Training. Chris Norris seconded the motion. A roll call vote was held. Tom Grady, Sandra Martin, Monica Wynne, Jay Hastings, Steve Gaughan, Jon Davine, Chris Norris, Tom Kettle, Allison Egan, and Nick Licata voted in favor. The motion was approved.

SRT Crisis Negotiators Conference – David Johnson presented a request to send 17 Crisis Negotiators from across Western Mass to the annual Crisis Negotiators Conference in May. The conference consists of three days of teaching and training for negotiation officers and others at all levels of law enforcement, as well as opportunities for networking, meeting vendors, and seeing new equipment. The request of \$14,682.90 includes accommodation, meals, tuition, and mileage. Tom asked that someone follow up after the conference with a presentation for the Council.

Motion: Jon Davine moved to approve \$14,700 for the SRT Crisis Negotiators Conference. Sandra Martin seconded the motion. A roll call vote was held. Tom Grady, Sandra Martin, Monica Wynne, Jay Hastings, Steve Gaughan, Jon Davine, Chris Norris, Tom Kettle, Allison Egan, and Nick Licata voted in favor. The motion was approved.

FCSRT Shields Over Budget – Raine explained that there was an issue with the last part of the equipment project for the Franklin County SRT, the ballistic shields. We ordered some Level 3a shields and some Level 3 shields, but when they arrived they were all 3a. The specification was clear; the vendor simply sent wrong ones. They sent them back and asked for the right shields at the quoted price, and the vendor said no. They went back to bid, and the new quote came in higher. There was some money left over in the project, in addition to what was originally allocated for the shields, but even with those funds there is a shortfall of \$3,321.49. This is not a T&E project, but there is money in this committee. Tom Grady noted that these shields will also be used for force protection for fire and EMS.

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Motion: Jon Davine moved to approve an additional \$3,321.49 for the FCSRT Level 3 shields. Steve Gaughan seconded the motion. A roll call vote was held. Tom Grady, Sandra Martin, Monica Wynne, Jay Hastings, Steve Gaughan, Jon Davine, Chris Norris, Tom Kettle, Allison Egan, and Nick Licata voted in favor. The motion was approved.

Business Unforeseen by the Chair

None.

Next Steps/Future Meetings

The next meeting will be held on Tuesday, March 21, 2023 at 9:00 am, as a virtual meeting unless otherwise notified.

Motion: Jon Davine moved to adjourn the meeting. Chris Norris seconded the motion. A roll call vote was held. Tom Grady, Sandra Martin, Monica Wynne, Jay Hastings, Steve Gaughan, Jon Davine, Chris Norris, Tom Kettle, Nick Licata, and Allison Egan voted in favor. The motion was approved.

The meeting adjourned at 9:38 am.

List of Documents Reviewed at the Meeting

- T&E Subcommittee Meeting Agenda for February 21, 2023
- T&E Subcommittee Meeting Minutes from January 17, 2023 (draft)
- WRHSAC FFY20 T&E Budget Report through 2/17/23
- WRHSAC FFY21 T&E Budget Report through 2/17/23
- WRHSAC FFY22 Budget Report through 2/17/23
- Request for colorimetric technology training from C.J. Bartone / Hazmat D4, dated 2/2/23
- Request for corrosive material response training from C.J. Bartone / Hazmat D4, dated 2/5/23
- Request for commercial vehicle stabilization training from Bernard Calvi / Springfield FD
- Request for Crisis Negotiators Conference from David Johnson / Franklin County Regional SRT

Respectfully submitted by:

Rachel Mason
WRHSAC Program Assistant
Western Region Homeland Security Advisory Council
Franklin Regional Council of Governments

**Western Regional Homeland Security Advisory Council
Training and Exercise Subcommittee Meeting Minutes
Tuesday, March 21, 2023, 9:00 am**

Subcommittee members present: Allison Egan (BRPC), Jon Davine (Northampton Fire), Stephen Gaughan (Amherst Fire/EMS), Thomas Grady (BCSO), Nick Licata (HMCC/FRCOG), Sandra Martin (BRPC), Carolyn Shores Ness (Deerfield BOS/BOH), Monica Wynne (Baystate)

Non-members present: C.J. Bartone (West Springfield Fire/Hazmat D4), Raine Brown (FRCOG), Mike Cantrell (MEMA), Mary Kersell (NWMIMT), Rachel Mason (FRCOG), Dan Nietzsche (FRCOG), Alan Sirois (Agawam Fire)

Subcommittee members absent: Bob Barry (MEMA), Scott Flebotte (MEMA), Jeanne Galloway (West Springfield Public Health), Jay Hastings (Westfield State PD), Tom Kettle (Westfield State EMD), Chris Norris (Easthampton Fire), Norene Pease (Shutesbury BOH/MAPHCO), Brian Rust (CDH), Xander Sylvain (HMCC/FRCOG)

This meeting was conducted on Zoom. The meeting was recorded.

Tom Grady called the meeting to order at 9:00 am.

Minutes

The committee reviewed the minutes from the February 21, 2023 meeting.

Motion: Sandra Martin moved to approve the minutes from the February 21, 2023 meeting as submitted. Jon Davine seconded the motion. A roll call vote was held. Tom Grady, Jon Davine, Sandra Martin, Stephen Gaughan, Allison Egan, and Carolyn Ness voted in favor. The motion was approved.

Introductions followed.

Budget Review

Raine Brown reported. We have a small amount left in FFY20 but she will probably flip projects. SBREPC returned the funds they had requested for the rescue task force training because the school has money for ASHER. In general T&E there is \$9,494 remaining in FFY21, and \$241,000 in FFY22. For Hazmat there is \$46,519 in FFY21 and \$30,000 in FFY22.

Current Training and Exercise Projects

Raine Brown reported on the status of each project.

GCC Portable Training Facility Trailer

We are still waiting on lighting.

School Nurses PEARS Training

There is one more session scheduled.

Dive Team Trainings

- *Tender Training* – This will be held April 10 and 14.

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- *Face Mask Training and Dry Suit Training* – Raine just received quotes. The trainings will likely be held in May/June.

Nero's Law Training Equipment

WMEMS is waiting for the final pieces to come in. We had put extra money in for vets and vet techs in trainings, but Raine has not heard anything else from Deb Clapp yet. The funds need to be spent by the end of June or moved around.

SBREPC Rescue Task Force Training

As discussed earlier, this was canceled and the money was returned to the budget.

NWMIMT All Hazards Incident Management Teams Association Conference

Four members attended the conference in CA. There is a letter from the team in today's packet.

Hazmat Team Trainings

Procurement was run for both the Colorimetric Training and the Corrosive Materials Training. One will be held in April and one in June.

Advanced Hydraulic Rescue Training

This was approved, but EOPSS noted that they are looking to focus more strictly on anti-terrorism and ASHER T&E. They recommend seeking funding from the DoT for future trainings like this.

SRT Crisis Negotiators Conference

This was approved. Team members will attend in early May.

Old Business

None.

New Business/Requests

Advanced Medical Life Support Fall 2023 – Raine explained that the proposal was submitted by Chief Norris for two more sessions of these trainings at a total of \$32,500. They will be in different locations this time, one in Berkshire County and the other at Gateway Regional. Steve Gaughan noted that this is a very good course, has been well attended, and pays dividends.

<p>Motion: Sandra Martin moved to approve \$32,500 for two sessions of Advanced Medical Life Support training. Carolyn Ness seconded the motion. A roll call vote was held. Tom Grady, Jon Davine, Sandra Martin, Stephen Gaughan, Carolyn Ness, Allison Egan, Monica Wynne, and Nick Licata voted in favor. The motion was approved.</p>
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Battery Emergencies Training – C.J. Bartone presented a joint proposal from West Springfield Fire and Northampton Fire. The Hazmat team has worked with lithium ion batteries, but Hazmat usually will not be the first on the scene, so this is geared toward initial responders. They want to hold a four hour Hazard3 class in each county over the course of two days in July, two during the day and two at night.

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Motion: Sandra Martin moved to approve \$11,900 for four sessions of battery emergencies training. Carolyn Ness seconded the motion. A roll call vote was held. Tom Grady, Jon Davine, Sandra Martin, Stephen Gaughan, Carolyn Ness, Allison Egan, Monica Wynne, and Nick Licata voted in favor. The motion was approved.

Active Attack Integrated Response (AAIR) – Train the Trainer – Alan Sirois presented the request. Agawam fire department has been leading in ASHER training. There is a big push to provide the training to all first responders in Commonwealth. Texas State recently delivered two AAIR Train the Trainer (TTT) trainings in the State, which are 40 hour trainings to certify instructors to deliver the 16 hour course. Each TTT course consists of 24 participants split among Law Enforcement, EMS, and dispatch. There is a greater need for trainers in Western Mass to meet the need for training. The proposal would be to train an AAIR cadre split among the four counties. Hosting can be done in a public school, or some corporations would be willing to host. Alan spoke to Mike Mason of the Western Mass Chief of Police Association; they are enthusiastic to bring to their officers. He also has the support of the WMFCA board of directors. The proposal includes three budget options for funding. Each option also includes at least two co-taught end user courses. Broaddus Defense is the only authorized provider of this training. Additional details are in today's meeting packet. Allison asked if there would be a need to re-certify the trainers in a few years; Alan will do more research on that. Raine asked if partner agencies would be willing to spend money on food and take the lead on that, as this is an intensive training. Alan will reach out to the WMFCA and the County Chiefs Associations. There was also discussion about the recruitment process and dates. Tom Grady pointed out that the NFPA standard involves a whole community approach and advised that the Council not lose sight of that.

Motion: Sandra Martin moved to approve \$107,500 for Budget Option A of the AAIR TTT proposal. Carolyn Ness seconded the motion. A roll call vote was held. Tom Grady, Jon Davine, Sandra Martin, Monica Wynne, Carolyn Ness, Stephen Gaughan, Allison Egan, and Nick Licata voted in favor. The motion was approved.

Hazmat Radiation Training and Seminar – C.J. Bartone presented two proposals on behalf of Hazmat. The first was for the Guardian Center to conduct radiation training. This involves live isotopes but no live release. The price includes coordinating the paperwork on that. Raine will need to do EHPs.

Motion: Carolyn Ness moved to approve \$20,056 for Hazmat radiation training. Sandra Martin seconded the motion. A roll call vote was held. Tom Grady, Jon Davine, Sandra Martin, Monica Wynne, Carolyn Ness, Stephen Gaughan, Allison Egan, and Nick Licata voted in favor. The motion was approved.

The second request was to send eight Hazmat team members to a three day conference in Baltimore in June. Some members went last year and brought back some of the trainings they attended there. The \$1,500 cost per member includes the conference, accommodations, and flight.

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Motion: Carolyn Ness moved to approve \$12,000 to send eight people to the Hazmat conference in Baltimore. Sandra Martin seconded the motion. A roll call vote was held. Tom Grady, Jon Davine, Sandra Martin, Monica Wynne, Carolyn Ness, Allison Egan, and Nick Licata voted in favor. Stephen Gaughan abstained. The motion was approved.

FFY23 Investment Planning – Raine led the investment planning process. After the other subcommittees’ requests, there is \$314,693.68 that has not been identified for anything.

Motion: Sandra Martin moved to request an allocation of \$314,693.68 in the FFY23 budget for the Training and Exercise Subcommittee. Carolyn Ness seconded the motion. A roll call vote was held. Tom Grady, Jon Davine, Sandra Martin, Monica Wynne, Carolyn Ness, Stephen Gaughan, Allison Egan, and Nick Licata voted in favor. The motion was approved.

Business Unforeseen by the Chair

Tom noted that it would be nice to have some of the newly trained trainers on subcommittees.

Next Steps/Future Meetings

The next meeting will be held on Tuesday, April 18, 2023 at 9:00 am, as a virtual meeting.

Motion: Carolyn Ness moved to adjourn the meeting. Sandra Martin seconded the motion. A roll call vote was held. Tom Grady, Jon Davine, Sandra Martin, Monica Wynne, Steve Gaughan, Carolyn Ness, Allison Egan, and Nick Licata voted in favor. The motion was approved.

The meeting adjourned at 9:54 am.

List of Documents Reviewed at the Meeting

- T&E Subcommittee Meeting Agenda for March 21, 2023
- T&E Subcommittee Meeting Minutes from February 21, 2023 (draft)
- WRHSAC FFY20 T&E Budget Report through 3/17/23
- WRHSAC FFY21 T&E Budget Report through 3/17/23
- WRHSAC FFY22 Budget Report through 2/17/23
- Letter from Butch Garrity / NWMIMT re: Outcomes of attendance to All-Hazards Incident Management Teams Association Conference 2023
- Request from Christopher Norris / Easthampton Fire
- Request from C.J. Bartone / West Springfield Fire & Northampton Fire
- Request from Alan Sirois / Agawam Fire
- WRHSAC FFY23 Initial Budget Planning

Respectfully submitted by:
Rachel Mason, WRHSAC Program Assistant
Western Region Homeland Security Advisory Council
Franklin Regional Council of Governments

**Western Regional Homeland Security Advisory Council
Training and Exercise Subcommittee Meeting Minutes
Tuesday, April 18, 2023, 9:00 am**

Subcommittee members present: Jon Davine (Northampton Fire), Jeanne Galloway (West Springfield Public Health), Thomas Grady (BCSO), Jay Hastings (Westfield State PD), Tom Kettle (Westfield State EMD), Nick Licata (HMCC/FRCOG), Sandra Martin (BRPC), Chris Norris (Easthampton Fire), Monica Wynne (Baystate)

Non-members present: C.J. Bartone (West Springfield Fire/Hazmat D4), Raine Brown (FRCOG), Mike Cantrell (MEMA), Nick Demetron (Regional Dive Team), Mary Kersell (NWMIMT), William Millin (Regional Dive Team)

Subcommittee members absent: Bob Barry (MEMA), Allison Egan (BRPC), Scott Flebotte (MEMA), Stephen Gaughan (Amherst Fire/EMS), Carolyn Shores Ness (Deerfield BOS/BOH), Norene Pease (Shutesbury BOH/MAPHCO), Brian Rust (CDH), Xander Sylvain (HMCC/FRCOG)

This meeting was conducted on Zoom. The meeting was recorded.

Tom Grady called the meeting to order at 9:00 am.

Minutes

The committee reviewed the minutes from the March 21, 2023 meeting.

<p>Motion: Jon Davine moved to approve the minutes from the March 21, 2023 meeting as submitted. Sandra Martin seconded the motion. A roll call vote was held. Sandra Martin, Tom Kettle, Tom Grady, Jon Davine, Chris Norris, Nick Licata voted in favor. Jay Hastings and Jeanne Galloway abstained. The motion was approved.</p>
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Introductions followed.

Budget Review

Raine Brown reported. For FFY20, which ends at the end of June, there is a little money left from funds returned or trainings that were completed under budget. Raine will roll those funds into other projects while closing down FFY20. In FFY21 have just over \$14,000 for Hazmat; regular T&E funds are all allocated. In FFY22 we have \$30,000 for Hazmat, and just over \$119,000 for regular T&E.

Current Training and Exercise Projects

Raine Brown reported on the status of each project.

GCC Portable Training Facility Trailer

We are still waiting on lighting. Raine will follow up again.

School Nurses PEARS Training

One more session this month then will wrap up project.

**Western Regional Homeland Security Advisory Council
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Tuesday, April 18, 2023, 9:00 am**

Dive Team Trainings

- *Tender Training* – This was last week, heard it went well. William Millin reported it was a great success, had final dive in Belchertown on Friday. Covered blind searches underwater.
- *Face Mask Training and Dry Suit Training* – Both trainings are on the books, but specific dates and locations are not yet set.

Nero's Law Training Equipment

All equipment is finally in at WMEMS. They had asked to use the leftover money for vets and vet techs providing the practical trainings. Raine is working with Deb Clapp to get that arranged, likely as two sessions per county by the end of June.

Hazmat Team

All of the trainings below have been approved and Raine is working with C.J. Bartone on details.

- *Colorometric Training*
- *Corrosive Materials Training*
- *Radiological Response*
- *Annual Hazmat Seminar*

Advanced Hydraulic Rescue Training

Springfield had indicated that they wanted to do this in April or May, but they ran into scheduling challenges so they are now aiming for October.

SRT Crisis Negotiators Conference

This will be happening in early May, so we should see requests for reimbursements after that.

Active Attack Integrated Response (AAIR)

Raine has not gotten a response from EOPSS and asked Tom to follow up.

Battery Emergency Response Training

We just got approval from EOPSS. Raine will work with C.J. Bartone and Chief Davine.

Advanced Medical Life Support – Fall 2023

EOPSS believes the quote is too high and they have not approved it yet. They asked Raine to reach out to other certified instructors on the NAEMT website to ask about prices. Raine did so and didn't receive any responses. Matt from Community 911 provided more justification for the cost in his quote. EOPSS asked MAPC to run procurement prior to them approving it to prove that what we submitted wasn't an exorbitant quote. That will happen in the next few weeks. Tom Grady will follow up on that because it ties into the ASHER requirements.

Old Business

None.

**Western Regional Homeland Security Advisory Council
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New Business/Requests

Fire Extinguisher Training Equipment

Tom Kettle presented the request. There are not many training devices in the region, and the one shared by UMass and Amherst fire is a propane-driven, exterior use only, weather dependent device. This proposal is for a laser-driven device for the region that can be used anywhere, any time.

Motion: Tom Kettle moved to approve \$15,016 for the training device and associated equipment. Sandra Martin seconded the motion. A roll call vote was held. Sandra Martin, Tom Grady, Jeanne Galloway, Monica Wynne, Nick Licata, Jon Davine, and Christopher Norris voted in favor. Tom Kettle and Jay Hastings abstained. The motion was approved.

Business Unforeseen by the Chair

Mary Kersell announced that this is her last meeting, as she is moving to Nova Scotia. Another NWMIMT member will replace her. Tom Grady thanked her for everything she has done.

Next Steps/Future Meetings

The next meeting will be held on Tuesday, May 16, 2023 at 9:00 am, as a virtual meeting.

Motion: Jon Davine moved to adjourn the meeting. Sandra Martin seconded the motion. A roll call vote was held. Sandra Martin, Tom Kettle, Tom Grady, Jay Hastings, Jeanne Galloway, Monica Wynne, Nick Licata, Jon Davine, and Christopher Norris voted in favor. The motion was approved.

The meeting adjourned at 9:20 am.

List of Documents Reviewed at the Meeting

- T&E Subcommittee Meeting Agenda for April 18, 2023
- T&E Subcommittee Meeting Minutes from March 21, 2023 (draft)
- WRHSAC FFY20 T&E Budget Report through 4/14/23
- WRHSAC FFY21 T&E Budget Report through 4/14/23
- WRHSAC FFY22 Budget Report through 4/14/23
- Proposal from Thomas Kettle / Westfield State, dated 3/29/23

Respectfully submitted by:

Rachel Mason
WRHSAC Program Assistant
Western Region Homeland Security Advisory Council
Franklin Regional Council of Governments

**Western Regional Homeland Security Advisory Council
Training and Exercise Subcommittee Meeting Minutes
Tuesday, May 16, 2023, 9:00 am**

Subcommittee members present: Jon Davine (Northampton Fire), Allison Egan (BRPC), Jeanne Galloway (West Springfield Public Health), Stephen Gaughan (Amherst Fire/EMS), Thomas Grady (BCSO), Jay Hastings (Westfield State PD), Sandra Martin (BRPC), Carolyn Ness (Deerfield BOS/BOH)

Non-members present: C.J. Bartone (West Springfield Fire/Hazmat D4), Raine Brown (FRCOG), James Fitzgerald (Deerfield Police), Rachel Mason (FRCOG), Jonathan Miller (NWMIMT)

Subcommittee members absent: Bob Barry (MEMA), Scott Flebotte (MEMA), Tom Kettle (Westfield State EMD), Nick Licata (HMCC/FRCOG), Chris Norris (Easthampton Fire), Norene Pease (Shutesbury BOH/MAPHCO), Brian Rust (CDH), Xander Sylvain (HMCC/FRCOG), Monica Wynne (Baystate)

This meeting was conducted on Zoom. The meeting was recorded.

Tom Grady called the meeting to order at 9:00 am.

Minutes

The committee reviewed the minutes from the April 18, 2023 meeting.

Motion: Jon Davine moved to approve the minutes from the April 18, 2023 meeting as submitted. Sandra Martin seconded the motion. A roll call vote was held. Jeanne Galloway, Tom Grady, Sandra Martin, Jay Hastings, and Jon Davine voted in favor. Stephen Gaughan and Allison Egan abstained. The motion was approved.

Introductions followed.

Budget Review

Raine Brown reported. T&E has about \$1,350 left in FFY20, which Raine will move around. MAPC is seeking an extension of FFY20 through December due to challenges faced by several other Councils, so we will have no problems closing out the grant on time. For FFY21, the \$32,500 that the subcommittee had approved for Advanced Medical Life Support training will be returned to the budget. EOPSS stipulated that the price not exceed \$16,000 for 48 students, leading Chief Norris to withdraw the request because he does not think that a high quality course can be delivered for that amount. For the Hazmat team, just over \$14,000 remains in FFY21. FFY21 will be extended through June, 2024. In FFY22, there is just over \$104,000 for general T&E and \$30,000 for Hazmat.

Current Training and Exercise Projects

Raine Brown reported on the status of each project.

GCC Portable Training Facility Trailer

This project is still waiting for lights, which will hopefully be delivered soon.

School Nurses PEARS Training

The last session was held in April, which wrapped up the project.

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Dive Team Trainings

- *Face Mask Training and Dry Suit Training* – Both trainings are coming up, one in June and one likely in July.

Nero's Law Equipment and Training.

All of the equipment is in, and the didactic portion of the training is complete, provided by the Central Region Homeland Security Council. We had indicated that the leftover funds from equipment would go to practical training. Raine has been coordinating with Deb Clapp regarding these trainings; hopefully will get that solidified soon. Additional discussion followed regarding the challenges of conducting the practical trainings, as a veterinarian, non-police dog, police dog, and handler are all required. Tom encouraged everyone to get in touch with elected officials and encourage them to talk to Susan Lewis / DPH about the challenges of unfunded mandates.

Hazmat Team

C.J. Bartone reported.

- *Colorometric Training* – This was held last month and was a great class.
- *Corrosive Materials Training* – This will be held in June. It dovetails with the colorometric class.
- *Radiological Response* – This is scheduled for August.
- *Annual Hazmat Seminar* – The seminar will be in June. The teams are sending members.

Advanced Hydraulic Rescue Training

This will happen in the fall.

SRT Crisis Negotiators Conference

Raine heard from David Johnson that 16 or 17 people from the region went to the conference, so we will see requests for reimbursements starting to come in.

Active Attack Integrated Response (AAIR)

- *Train the Trainer* – This will hopefully happen in June or early July.
- *Regular sessions* – These should begin in the fall and continue into the new year.

Battery Emergency Response Training

A different vendor responded than expected, with a class that is a little different than what we were looking for. Raine will go back to C.J. and MAPC to make sure we get what we want.

Advanced Medical Life Support – Fall 2023

As discussed earlier (see “Budget Review”), this is being canceled.

Fire Extinguisher Training Equipment

This was approved by EOPSS. Raine is working with Tom Kettle to develop equipment specs.

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Old Business

None.

New Business/Requests

Janine Driver – Tom Grady reported that Janine Driver worked for the federal government and now does work around behavioral analysis and body language. MPTC brought her in for several sessions last year, but only for the Law Enforcement community. Tom talked to Chief Ferullo who runs that and got excellent feedback. Tom had interest in seeing if the subcommittee wants to bring her in. It is expensive but has value. He suggested that everyone Google her and watch TED talks that she has done. Her presentations are pertinent to all facets of communities, not just law enforcement. Raine noted that although the guidance on food allows funding for conferences, it is not clear if EOPSS will approve this. She also noted that Janine requests that we take care of travel costs and coordination, but that is complicated to manage with the grant and we have never done that for other training facilitators. There was agreement to revisit this topic next month.

Business Unforeseen by the Chair

Tom reported that now that in-person events are happening again, a lot more requests are coming in to use Council assets. Also, Tom has been communicating with Eric Stratton. They will have a meeting on May 31 for the Berkshire dive team to meet with the rest of the regional dive team, and they have scheduled opportunities for the summer including assets purchased by the Council.

Next Steps/Future Meetings

The next meeting will be held on Tuesday, June 20, 2023 at 9:00 am, as a virtual meeting.

<p>Motion: Carolyn Ness moved to adjourn the meeting. Sandra Martin seconded the motion. A roll call vote was held. Jeanne Galloway, Steve Gaughan, Tom Grady, Sandra Martin, Jay Hastings, Jon Davine, Carolyn Ness, and Allison Egan voted in favor. The motion was approved.</p>
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The meeting adjourned at 9:35 am.

List of Documents Reviewed at the Meeting

- T&E Subcommittee Meeting Agenda for May 16, 2023
- T&E Subcommittee Meeting Minutes from April 18, 2023 (draft)
- WRHSAC FFY20 T&E Budget Report through 5/12/23
- WRHSAC FFY21 T&E Budget Report through 5/12/23
- WRHSAC FFY22 T&E Budget Report through 5/12/23
- Proposal from Janine Driver

Respectfully submitted by:

Rachel Mason
WRHSAC Program Assistant
Western Region Homeland Security Advisory Council
Franklin Regional Council of Governments

**Western Regional Homeland Security Advisory Council
Training and Exercise Subcommittee Meeting Minutes
Tuesday, June 20, 2023, 9:00 am**

Subcommittee members present: Jon Davine (Northampton Fire), Stephen Gaughan (Amherst Fire/EMS), Thomas Grady (BCSO), Tom Kettle (Westfield State EMD), Nick Licata (HMCC/FRCOG), Sandra Martin (BRPC), Carolyn Ness (Deerfield BOS/BOH)

Non-members present: Raine Brown (FRCOG), Nick Demetrion (Agawam Fire / Regional Dive Team), Rachel Mason (FRCOG), Jonathan Miller (NWMIMT)

Subcommittee members absent: Scott Flebotte (MEMA), Jeanne Galloway (West Springfield Public Health), Jay Hastings (Westfield State PD), Chris Norris (Easthampton Fire), Norene Pease (Shutesbury BOH/MAPHCO), Brian Rust (CDH), Xander Sylvain (HMCC/FRCOG), Monica Wynne (Baystate)

This meeting was conducted on Zoom. The meeting was recorded.

Tom Grady called the meeting to order at 9:00 am.

Minutes

The committee reviewed the minutes from the May 16, 2023 meeting.

Motion: Jon Davine moved to approve the minutes from the May 16, 2023 meeting as submitted. Carolyn Ness seconded the motion. A roll call vote was held. Tom Grady, Jon Davine, Tom Kettle, Steve Gaughan, Sandra Martin, and Carolyn Ness voted in favor. Nick Licata abstained. The motion was approved.

Introductions followed.

Budget Review

Raine Brown reported. The subcommittee has just over \$32,000 available in FFY21 and just over \$100,000 in FFY22.

Current Training and Exercise Projects

Raine Brown reported on the status of each project unless otherwise noted.

GCC Portable Training Facility Trailer

We are still waiting on the lights for this.

Dive Team Trainings

- *Face Mask Training* – Nick Demetrion reported that this was held June 15-16 with 12 members of the team. The training went well.
- *Dry Suit Training* – This will be held in September.

Jon Davine noted that over Memorial Day weekend the Regional Dive Team had its first mission on the Connecticut River, to retrieve the body of a jet skier. It was a successful mission.

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Nero's Law Equipment and Training

Four sessions of the practical portion of the training will be held tomorrow in Pittsfield. Each session is 1.5 hours long. Registration is pretty good, with about 30 per session. Each session can accommodate up to 50 people. Raine made arrangements with EOPSS to approve most costs, but not backfill/overtime for the K9 officer. However, they will pay for the other dog and the vet techs. The veterinarian will be paid from another grant. Tom Grady will do some outreach after the meeting. He added that the Undersecretary has left the position. He has not officially been informed of her replacement, though Jon Davine reported that it will be Deputy Secretary Susan Terrey.

Hazmat Team

- *Corrosive Materials Training* – Jon Davine reported. This training is taking place yesterday and today.
- *Radiological Response* – This is scheduled for end of August.
- *Annual Hazmat Seminar* – Jon Davine reported that the conference was the first weekend in June. Steve Gaughan added that it was great to get some new people in to learn new things and strengthen their skills.

Advanced Hydraulic Rescue Training

This will happen in September.

Active Attack Integrated Response (AAIR)

This is out for procurement until the first week of July. Raine is working with Chief Sirois on the details. The TtT will likely be held in September, possibly at UMass.

Battery Emergency Response Training

This is happening July 12-13, with one session in each county. The afternoon session in Hadley is already full but the other sessions still have openings.

Fire Extinguisher Training Equipment

The bid is due this week.

Old Business

Janine Driver – Raine did some research into locations. MassMutual would charge \$1,000 for up to 500 people or \$2,000 for up to 900, but those prices are contingent on buying food. With no food, cost goes up significantly. With food, the total would be just over \$17,000 for 500 people or just over \$38,000 for 900 people. Raine did not contact UMass, but based on past events, the price would be even higher than at MassMutual. Including Janine's fee, the event would cost at least \$53,000 for 500 people. Following additional discussion, subcommittee members decided not to pursue this project. However, Sandra Martin noted that the TED talks available online were compelling enough that we should circulate them.

New Business/Requests – None.

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Business Unforeseen by the Chair – None.

Next Steps/Future Meetings

The next meeting will be held on Tuesday, July 18, 2023 at 9:00 am, as a virtual meeting.

Motion: Sandra Martin moved to adjourn the meeting. Jon Davine seconded the motion. A roll call vote was held. Tom Grady, Jon Davine, Tom Kettle, Steve Gaughan, Sandra Martin, Nick Licata, and Carolyn Ness voted in favor. The motion was approved.

The meeting adjourned at 9:22 am.

List of Documents Reviewed at the Meeting

- T&E Subcommittee Meeting Agenda for June 20, 2023
- T&E Subcommittee Meeting Minutes from May 16, 2023 (draft)
- WRHSAC FFY20 T&E Budget Report through 6/16/23
- WRHSAC FFY21 T&E Budget Report through 6/16/23
- WRHSAC FFY22 T&E Budget Report through 6/16/23
- Proposal for Janine Driver training

Respectfully submitted by:

Rachel Mason
WRHSAC Program Assistant
Western Region Homeland Security Advisory Council
Franklin Regional Council of Governments

**Western Regional Homeland Security Advisory Council
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Tuesday, July 18, 2023, 9:00 am**

Subcommittee members present: Jon Davine (Northampton Fire), Jeanne Galloway (West Springfield Public Health), Thomas Grady (BCSO), Tom Kettle (Westfield State EMD), Nick Licata (HMCC/FRCOG), Sandra Martin (BRPC), Carolyn Ness (Deerfield BOS/BOH), Chris Norris (Easthampton Fire)

Non-members present: Raine Brown (FRCOG), Michael Cantrell (MEMA), Rachel Mason (FRCOG), Eric Stratton (Western Regional Dive Team), Crystal Van Deusen (Berkshire Medical Center), Mike Westcott (Southwick PD)

Subcommittee members absent: Scott Flebotte (MEMA), Stephen Gaughan (Amherst Fire/EMS), Jay Hastings (Westfield State PD), Norene Pease (Shutesbury BOH/MAPHCO), Brian Rust (CDH), Xander Sylvain (HMCC/FRCOG), Monica Wynne (Baystate)

This meeting was conducted on Zoom. The meeting was recorded.

Tom Grady called the meeting to order at 9:00 am.

Minutes

The committee reviewed the minutes from the June 20, 2023 meeting.

Motion: Jon Davine moved to approve the minutes from the June 20, 2023 meeting as submitted. Sandra Martin seconded the motion. A roll call vote was held. Jon Davine, Tom Grady, Nick Licata, Sandra Martin, Chris Norris, Tom Kettle, and Carolyn Ness voted in favor. Jeanne Galloway abstained. The motion was approved.

Introductions followed.

Budget Review

Raine Brown reported. In FFY20 the only active project is the Nero's Law training. We successfully held the first round of those trainings in the Berkshires last month, with close to 130 people in four sessions at BCC. We hope to follow that model for the remaining counties in the fall. In FFY21 there is just over \$14,000 for Hazmat and \$32,500 for general T&E. In FFY22 there is \$30,000 for Hazmat and a little over \$104,000 for general T&E, for a total of \$44,236 available for Hazmat and \$136,738 for general T&E.

Current Training and Exercise Projects

Raine Brown reported on the status of each project unless otherwise noted.

GCC Portable Training Facility Trailer

The lights came in and the project is complete.

Dive Team Dry Suit Training

The training will happen in September.

Nero's Law Equipment and Training

See "Budget Review," above.

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Hazmat Team

- *Radiological Response* – This is scheduled for the end of August.
- *Annual Hazmat Seminar* – Reimbursements are wrapping up.

Advanced Hydraulic Rescue Training

This will happen in the fall. Raine is working with Springfield to get the logistics in place.

Active Attack Integrated Response (AAIR)

The vendor forgot to respond in time, so the RFP is back out with a due date of August 1. Raine and Chief Sirois will remind them.

Battery Emergency Response Training

The four sessions were held last week, one per county, with 120-130 participants. Raine has been hearing good feedback.

Fire Extinguisher Training Equipment

The purchase order has been issued for most of the equipment, but we did not get responses for the safety tags that go in the extinguishers. Raine is looking to get a quote, as it is a small enough purchase that we can use Best Business Practices. She will discuss with Tom Kettle offline.

Old Business

None.

New Business/Requests

Regional Dive Team Advanced Diver Training – Eric Stratton presented the request. The team on the east (i.e. eastern side of the Western Region) does not have the same amount of experience as the west/Berkshires and they want to get up to speed. The proposal is to get seven members certified as advanced divers, at \$600/diver. At a recent recovery mission at Hampden Pond, divers dove into twilight with bad visibility. This training would give them experience in those conditions and increase ability to dive in difficult conditions. They are hoping to work with the same trainer that did the full face mask and dry suit trainings. Eric also added that Hampden County is the PSAP; this had been unclear before but is now settled. Sandra asked about concerns regarding transporting milfoil. Eric and Tom explained that there are policies and processes to decontaminate all boats, equipment, regulators, etc.

<p>Motion: Carolyn Ness moved to approve \$4,200 for advanced diver training. Sandra Martin seconded the motion. A roll call vote was held. Jeanne Galloway, Jon Davine, Nick Licata, Sandra Martin, Chris Norris, Tom Kettle, and Carolyn Ness voted in favor. Tom Grady abstained. The motion was approved.</p>
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Berkshire Medical Center EMS Pediatric Care – Crystal Van Deusen presented a request for pediatric simulation training for Berkshire County EMS. They would like to bring the COMET team from Boston. They bring high tech simulation equipment but you can use your own protocols and own equipment to run through scenarios from in the field to the hospital. They want

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to incorporate ASHER simulation into the training. It is a one day, 8 hr training with 8 scenarios throughout the day. Each scenario can utilize 3-5 EMS providers, and there is no limit on the number of additional people who can watch. There will be a discussion with everyone at the end of each scenario. All simulations are recorded by COMET and can be distributed if they choose to do so. Crystal noted that it is important to have providers who work together participate in scenarios with each other, and that it may make sense for providers to sign up as teams. They intend to open up registration first to providers in Berkshire County and then extend it to other counties if there is space. The request is for \$7,500. Following discussion, there was agreement to offer two sessions. Eric Stratton noted that the MERT team would be interested in participating.

Motion: Sandra Martin moved to approve up to \$15,000 for two sessions of EMS Pediatric Care training. Carolyn Ness seconded the motion. A roll call vote was held. Jeanne Galloway, Jon Davine, Tom Grady, Nick Licata, Sandra Martin, Chris Norris, Tom Kettle, and Carolyn Ness voted in favor. The motion was approved.

Business Unforeseen by the Chair – Jon Davine announced that he will be stepping down from the subcommittee and the Council, as he has been selected as next State Fire Marshal.

Next Steps/Future Meetings

As per tradition, the T&E subcommittee will not meet in August. The next meeting will be held on Tuesday, September 19, 2023 at 9:00 am, as a virtual meeting.

Motion: Carolyn Ness moved to adjourn the meeting. Sandra Martin seconded the motion. A roll call vote was held. Jeanne Galloway, Tom Grady, Nick Licata, Sandra Martin, Christopher Norris, Carolyn Ness, Jon Davine, and Tom Kettle voted in favor. The motion was approved.

The meeting adjourned at 9:30 am.

List of Documents Reviewed at the Meeting

- T&E Subcommittee Meeting Agenda for July 18, 2023
- T&E Subcommittee Meeting Minutes from June 20, 2023 (draft)
- WRHSAC FFY20 T&E Budget Report through 7/14/23
- WRHSAC FFY21 T&E Budget Report through 7/14/23
- WRHSAC FFY22 T&E Budget Report through 7/14/23
- Proposal from Eric Stratton/Western Regional Dive Team, dated 7/1/23
- Proposal from Crystal Van Deusen/Berkshire Medical Center, dated 7/3/23

Respectfully submitted by:

Rachel Mason
WRHSAC Program Assistant
Western Region Homeland Security Advisory Council
Franklin Regional Council of Governments

**Western Regional Homeland Security Advisory Council
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Subcommittee members present: Jeanne Galloway (West Springfield Public Health), Stephen Gaughan (Amherst Fire/EMS), Thomas Grady (BCSO), Tom Kettle (Westfield State EMD), Nick Licata (HMCC/FRCOG), Sandra Martin (BRPC), Chris Norris (Easthampton Fire), Xander Sylvain (HMCC/FRCOG), Monica Wynne (Baystate)

Non-members present: Raine Brown (FRCOG), James Fitzgerald (Deerfield PD), Rachel Mason (FRCOG), Brian Nichols (EOPSS), J. Dominic Singh (WMEMS), Mark Talbot (MEMA)

Subcommittee members absent: Jay Hastings (Westfield State PD), Carolyn Ness (Deerfield BOS/BOH), Norene Pease (Shutesbury BOH/MAPHCO), Brian Rust (CDH)

This meeting was conducted on Zoom. The meeting was recorded.

Tom Grady called the meeting to order at 9:00 am.

Minutes

The committee reviewed the minutes from the July 18, 2023 meeting.

Motion: Christopher Norris moved to approve the minutes from the July 18, 2023 meeting as submitted. Sandra Martin seconded the motion. A roll call vote was held. Sandra Martin, Tom Grady, Jeanne Galloway, and Christopher Norris voted in favor. Monica Wynne abstained. The motion was approved.

Introductions followed.

Budget Review

Raine Brown reported. In FFY20 this subcommittee does not have any funds available. The only active project is Nero's Law. In FFY21, which runs through June, 2024, there is just over \$14,000 for Hazmat. In FFY22 there is an additional \$30,000 for Hazmat and \$117,538 for other T&E. The current end date of FFY22 is the end of July, 2024.

Current Training and Exercise Projects

Raine Brown reported on the status of each project unless otherwise noted.

Dive Team

- *Dry Suit Training* – This training was held last week.
- *Advanced Diver Training* – This will be held in early October.

Nero's Law Equipment and Training

The next sessions will be held Monday, Oct 23rd at UMass, at 4 pm, 6pm, and 8pm. Notice about that will go out this week. We are still looking to hold sessions in Hampden and Franklin counties, and maybe another in Berkshire County.

Advanced Hydraulic Rescue Training

This will be held October 25-26, in Springfield. The announcement will likely go out tomorrow.

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Active Attack Integrated Response (AAIR)

Procurement took a long time, but the Purchase Order was finally issued yesterday for the consultant. Raine is working with Chief Sirois of Agawam Fire and Chief Mason of Hadley PD. There will be a meeting within the next week to start talking about dates, locations, etc.

Fire Extinguisher Training Equipment

The equipment is at Westfield State. Raine will include it in the training announcement. It has been added to the online resource guide but now we need to push out the availability of it.

EMS Pediatric Training

Procurement is in process.

Old Business

None.

New Business/Requests

PHEP Preparedness Summit – Jeanne Galloway presented the request to send eight PHEP personnel to the Preparedness Summit in Cleveland. See today’s meeting packet for details. It is a good conference with lots of training opportunities for emergency preparedness. It would be tremendously helpful because there has been a lot of turnover in public health.

Motion: Chris Norris moved to approve \$11,328 for the PHEP Preparedness Summit. Steve Gaughan seconded the motion. A roll call vote was held. Tom Grady, Monica Wynne, Jeanne Galloway, Chris Norris, and Steve Gaughan voted in favor. Sandra Martin and Nick Licata abstained. The motion was approved.

WMEMS Advanced K-9 Mannequins – Dominic Singh presented the request from WMEMS for 2-3 advanced K-9 manikins. The Council previously provided funding for CASPER manikins, which meet the legal requirements, but they discovered that these are not ideal for the practice of tourniquet placement. There is pending legislation for ALS skills; these would be appropriate for that. These have individual limbs, more realistic structure, and are more appropriate for advanced airway placement and IM injection. There will be an ongoing training need for EMTs.

Motion: Sandra Martin moved to approve up to \$6,100 for three advanced K-9 manikins. Chris Norris seconded the motion. A roll call vote was held. Sandra Martin, Tom Grady, Monica Wynne, Jeanne Galloway, Chris Norris, Steve Gaughan, and Nick Licata voted in favor. The motion was approved.

Dr. Peter Langman Active Threat Conference – Raine presented the proposal. Several weeks ago she sent the link to a webinar video of Dr. Langman, subject matter expert on the profile of active shooters and things to look out for, and the committee members who watched it expressed interest in what he had to say. The webinar’s intended audience was mental health professionals and school counselors, but he can tailor the event to any audience. He can do a 4 hour or 8 hour day. The conference would provide tangible takeaways about how to set up teams, steps to take if you identify a possible danger, and other topics. In the past when we have done conferences

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related to this topic, we have always had more interest than capacity. If we do an in-person full day conference for up to 400 people, would need to have an in-depth conversation with EOPSS about facility and food costs. The estimate in the proposal is based on previous expenditures and the current cost of UMass. Brian Nichols cautioned that food is not likely to be approved.

Motion: Sandra Martin moved to approve up to \$22,000 for a full day event with Dr. Langman. Jeanne Galloway seconded the motion. A roll call vote was held. Sandra Martin, Tom Grady, Monica Wynne, Jeanne Galloway, Christopher Norris, Steve Gaughan, and Nick Licata voted in favor. The motion was approved.

Business Unforeseen by the Chair

Tom Grady noted that we are seeing more and more damage due to flooding. He checked in with Chief Dearborn and Commissioner Calvi to get sense of equipment available for water rescues. Their impression was that there are enough boats, but that supplementary equipment would be useful. The availability of high water vehicles is also a question. Tom asked subcommittee members to go back to their own agencies and ask about capabilities for responding to severe flooding events. Sandra added that part of the weather change includes more heat emergencies; if this trend continues, we need to think about other things like air conditioning in shelters. Tom replied that we look towards partners like MEMA for guidance on shelters. Mark will take this topic back to MEMA. Raine will put it on both the T&E and full Council agendas for next month.

Next Steps/Future Meetings

The next meeting will be held on Tuesday, October 17, 2023 at 9:00 am, as a virtual meeting.

Motion: Christopher Norris moved to adjourn the meeting. Sandra Martin seconded the motion. A roll call vote was held. Sandra Martin, Tom Grady, Monica Wynne, Jeanne Galloway, Christopher Norris, Steve Gaughan, Nick Licata, and Tom Kettle voted in favor. The motion was approved.

The meeting adjourned at 9:28 am.

List of Documents Reviewed at the Meeting

- T&E Subcommittee Meeting Agenda for September 19, 2023
- T&E Subcommittee Meeting Minutes from July 18, 2023 (draft)
- WRHSAC FFY20 T&E Budget Report through 9/13/23
- WRHSAC FFY21 T&E Budget Report through 9/13/23
- WRHSAC FFY22 T&E Budget Report through 9/13/23
- Proposal from Jeanne Galloway / PHEP personnel for Preparedness Summit
- Proposal from J. Dominic Singh / WMEMS for Nero's Law training equipment

Respectfully submitted by:

Rachel Mason, WRHSAC Program Assistant
Western Region Homeland Security Advisory Council
Franklin Regional Council of Governments

**Western Regional Homeland Security Advisory Council
Training and Exercise Subcommittee Meeting Minutes
Tuesday, October 17, 2023, 9:00 am**

Subcommittee members present: Matthew Bryan (BRPC), Jeanne Galloway (West Springfield Public Health), Stephen Gaughan (Amherst Fire/EMS), Thomas Grady (BCSO), Tom Kettle (Westfield State EMD), Nick Licata (HMCC/FRCOG), Sandra Martin (BRPC), Carolyn Ness (Deerfield BOS/BOH), Chris Norris (Easthampton Fire), Norene Pease (Shutesbury BOH/MAPHCO), Monica Wynne (Baystate)

Non-members present: Russ Anderson (WMFCA), Raine Brown (FRCOG), Mike Cantrell (MEMA), John Dearborn (WMFCA), Scott Flebotte (MEMA), Butch Garrity (NWMIMT), Rachel Mason (FRCOG), Brian Nichols (EOPSS/OGR), Eric Stratton (HCSO)

Subcommittee members absent: Jay Hastings (Westfield State PD), Xander Sylvain (HMCC/FRCOG)

This meeting was conducted on Zoom. The meeting was recorded.

Tom Grady called the meeting to order at 9:00 am.

Minutes

The committee reviewed the minutes from the September 19, 2023 meeting.

Motion: Sandra Martin moved to approve the minutes from the September 19, 2023 meeting as submitted. Christopher Norris seconded the motion. A roll call vote was held. Tom Kettle, Jeanne Galloway, Tom Grady, Monica Wynne, Sandra Martin, Norene Pease, Chris Norris, Matthew Bryan, Nick Licata, and Carolyn Ness voted in favor. The motion was approved.

Introductions followed.

Budget Review

Raine Brown reported. All FFY20 funds are expended, with the final funds going toward the remaining sessions of the Nero's Law trainings. In FFY21 everything is allocated except approximately \$15,000 for Hazmat. In FFY22 there is another \$30,000 for Hazmat and just over \$78,000 for general T&E.

Current Training and Exercise Projects

Raine Brown reported on the status of each project unless otherwise noted.

Dive Team Advanced Diver Training

This is complete. Eric Stratton reported that seven divers from the team took part in the training.

Nero's Law Equipment and Training

We are still waiting to hear from EOPSS if the advanced manikins will be approved. The next three sessions of the training will be held Monday, Oct 23rd at UMass, and another three will be held on Saturday, Nov 4 in Holyoke. Sessions are quickly filling up. There are still efforts being made to hold sessions in Franklin County and maybe another round in Berkshire County.

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Tuesday, October 17, 2023, 9:00 am**

Advanced Hydraulic Rescue Training

This will be held October 25-26, in Springfield. The class is full with a wait list. Lt. Eric Ryan is coordinating logistics.

Active Attack Integrated Response (AAIR)

The Train-the-Trainer course will be held Nov 13-17 in West Springfield. The announcement went out last week and we are receiving applicants. There is a review process for that, with several police and fire chiefs. Applications close Nov 1. The regular two day sessions will hopefully be held in early 2024.

EMS Pediatric Training

The contract is in place and Raine will be speaking with Crystal at Berkshire Medical later this week. Baystate has stepped forward to be the second location.

PHEP Preparedness Summit – March 2024

We are waiting to hear from EOPSS about this.

WMEMS Advanced K-9 Mannequins

We are waiting to hear from EOPSS about this.

Dr. Peter Langman Active Threat Conference

EOPSS has said that the conference is approved, but they want us to see if we can get sponsorship for the food cost. If anyone has ideas who to reach out to, let Raine know. Discussion ensued. With 400 attendees it may be a challenge for people to purchase food on site, but Raine will check with UMass to see if they think they can handle it. Brian Nichols will check if we can get coffee and tea approved. NERAC did a five hour schools safety conference; Raine will talk to them about how it went to do that without food. Dr. Langman could also do a 4 hour conference.

Old Business

Flooding/Water Rescue Equipment – Tom Grady reported that he discussed this with the fire chiefs on the Council. John Dearborn reported that there is need for water rescue and combined capacity vehicles. They are still in research mode. The prices he got back for the more robust vehicles are daunting, but in speaking with Tech Rescue and others, it seems like a good idea to look at combined capacity vehicles used for tech rescue, high water, and snow emergencies.

New Business/Requests

NWMIMT AHIMTA Conference – March 2024 – Butch Garrity thanked WRHSAC for support in the past and presented a request to send 10 members of the NWMIMT to this year's AHIMTA symposium. Last year they sent four people and found it to be extremely valuable. Subcommittee members expressed support for the team. Tom Grady brought up the topic of a long term sustainability model for the team. If our funding were to disappear tomorrow, how would the team sustain itself? Butch replied that the team is a subset of Tri-State Mutual Aid. IMT pay dues into that. The State has set aside a line item of \$400,000 for the IMTs in the state but has yet to support it. Carolyn Ness observed that the State and Feds often tend to pay for planning but not as much for response or maintenance; someone needs to start the conversation, and that could be us.

**Western Regional Homeland Security Advisory Council
Training and Exercise Subcommittee Meeting Minutes
Tuesday, October 17, 2023, 9:00 am**

Motion: Sandra Martin moved to approve up to \$15,000 for the AHIMTA Conference. Carolyn Ness seconded the motion. A roll call vote was held. Tom Kettle, Jeanne Galloway, Tom Grady, Monica Wynne, Sandra Martin, Norene Pease, Chris Norris, Matthew Bryan, Nick Licata, and Carolyn Ness voted in favor. The motion was approved.

WMFCA Leadership Training – Russ Anderson presented the request. WMFCA began a leadership academy a few years ago. They have received feedback that they need more leadership training, as they have seen attrition in the Fire Chiefs group and among officers. The proposal is to bring a training that was designed by the authors of the book *Extreme Ownership*, which details how the Navy Seals work as a team. The program, for new and young chiefs and officers, consists of a day of critical assessment and how to work with each other. This is not a training offered by DFS; it is more common in the corporate world. The price that they offered to WMFCA is about a third of what they charge the corporate world. WMFCA will cover the costs of facility and food, and other related expenses. Eric Stratton added that he has read all of their books and listened to their podcasts, and they are phenomenal. He would like to see other people in the training as well, not just chiefs, but it is hard to get them in.

Motion: Monica Wynne moved to approve \$10,750 for the WMFCA leadership training. Sandra Martin seconded the motion. A roll call vote was held. Tom Kettle, Tom Grady, Monica Wynne, Sandra Martin, Norene Pease, Chris Norris, Matthew Bryan, Nick Licata, Carolyn Ness, Steve Gaughan, and Jeanne Galloway voted in favor. The motion was approved.

Business Unforeseen by the Chair

Raine reported that there have been questions about whether BF/OT is available for the 5-day Train-the-Trainer course. Raine spoke with Chief Sirois and Chief Mason, both have been telling agencies that they need to be able to cover the cost if they are sending folks, but they would not be opposed to BF/OT if the funds were available. The Council has taken a stance on BF/OT because it can hold money up and not everyone uses it, but there is a real-world challenge of departments having staffing difficulties. Discussion ensued, centering on the pros and cons of making an exception for this course. Tom Grady noted that when we talk about sustainability models, this is included. NFPA3000 was chosen by the State, and they have hired full time coordinators and could also support this. MPTC will pay \$65/hr to instructors to train. We are providing seed money for the training, but it is not up to us to pay people to take the class. There was general agreement not to change the existing policy on BF/OT, but Tom suggested that people can think about it and bring it back for further discussion.

Next Steps/Future Meetings

The next meeting will be held on Tuesday, November 21, 2023 at 9:00 am, as a virtual meeting.

Motion: Carolyn Ness moved to adjourn the meeting. Sandra Martin seconded the motion. A roll call vote was held. Tom Kettle, Tom Grady, Monica Wynne, Sandra Martin, Norene Pease, Chris Norris, Matthew Bryan, Nick Licata, Carolyn Ness, Steve Gaughan, and Jeanne Galloway voted in favor. The motion was approved.

**Western Regional Homeland Security Advisory Council
Training and Exercise Subcommittee Meeting Minutes
Tuesday, October 17, 2023, 9:00 am**

The meeting adjourned at 9:40 am.

List of Documents Reviewed at the Meeting

- T&E Subcommittee Meeting Agenda for October 17, 2023
- T&E Subcommittee Meeting Minutes from September 19, 2023 (draft)
- WRHSAC FFY20 T&E Budget Report through 9/13/23
- WRHSAC FFY21 T&E Budget Report through 10/13/23
- WRHSAC FFY22 T&E Budget Report through 10/13/23
- Request from NWMIMT for AHIMTA Symposium
- Request from Russ Anderson / WMFCA for Leadership Training

Respectfully submitted by:

Rachel Mason, WRHSAC Program Assistant
Western Region Homeland Security Advisory Council
Franklin Regional Council of Governments

DRAFT

**Western Regional Homeland Security Advisory Council
Training and Exercise Subcommittee Meeting Minutes
Tuesday, November 21, 2023, 9:00 am**

Subcommittee members present: Matthew Bryan (BRPC), Jeanne Galloway (West Springfield Public Health), Thomas Grady (BCSO), Nick Licata (HMCC/FRCOG), Sandra Martin (BRPC), Chris Norris (Easthampton Fire), Norene Pease (Shutesbury BOH/MAPHCO),

Non-members present: Raine Brown (FRCOG), Mike Cantrell (MEMA), Rachel Mason (FRCOG), William Millin (Western Mass Regional Dive Team)

Subcommittee members absent: Stephen Gaughan (Amherst Fire/EMS), Jay Hastings (Westfield State PD), Tom Kettle (Westfield State EMD), Carolyn Ness (Deerfield BOS/BOH), Xander Sylvain (HMCC/FRCOG), Monica Wynne (Baystate)

This meeting was conducted on Zoom. The meeting was recorded.

Tom Grady called the meeting to order at 9:00 am.

Minutes

The committee reviewed the minutes from the October 17, 2023 meeting.

Motion: Sandra Martin moved to approve the minutes from the October 17, 2023 meeting as submitted. Nick seconded the motion. A roll call vote was held. Jeanne, Tom, Norene, Nick, Sandra, Matthew Bryan, and Chris Norris voted in favor. The motion was approved.

Introductions followed.

Budget Review

Raine Brown reported. The Hazmat team has \$23,495 available in FFY21 and \$30,000 in FFY22. Raine heard from C.J. Bartone that he is reviewing a few requests and will submit them soon. For general T&E, there is just over \$11,000 in FFY21 and over \$52,000 in FFY22, for a total of \$63,399.

Current Training and Exercise Projects

Raine Brown reported on the status of each project unless otherwise noted.

Dive Team Advanced Diver Training

This project is complete.

Nero's Law Equipment and Training

Nearly 500 people attended last month's sessions of the practical training in Hampshire and Hampden Counties. The next will be held January 13 at Ja'Duke theater in Turners Falls, with three sessions that can accommodate up to 100 people each. Dominic Singh is working on coordinating with the vets for additional dates. The deadline for people to be trained is February 10 or they cannot serve on an ambulance. Dominic is working with the State OEMS because there is no avenue for new EMTs to have this included in their training. The advanced manikins were approved by EOPSS; procurement already happened and the units have already been shipped. This will be a good resource because departments that have not done the training could borrow the equipment and bring in vets.

**Western Regional Homeland Security Advisory Council
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Advanced Hydraulic Rescue Training

This was held at the end of October and went well.

Active Attack Integrated Response (AAIR)

The Train-the-Trainer course took place last week. Forty one people went through the training, plus a few from dispatch who were not able to be certified as trainers but whose input was valuable. Every student wanted to be there and they are looking forward to going out and teaching this. Chief Sirois is looking into ways to support them in being able to do the trainings. We have three regular 2 day sessions on contract with Broaddus, which will likely be held during school vacations in February and April. Newly trained trainers will assist Broaddus with those.

EMS Pediatric Training

This will be held on February 1 and 2, one session at County Ambulance in Berkshire County and the other at the Baystate education facility in Holyoke. They will set up observation rooms with monitors so there can be more observers/participants. Raine is working with the coordinators to figure out how to manage registration, because they can accommodate more observers than participants.

PHEP Preparedness Summit – March 2024

This was approved by EOPSS. Up to eight participants, two from each county, can go.

WMEMS Advanced K-9 Mannequins

This was discussed earlier.

Dr. Peter Langman Active Threat Conference

The conference was approved by EOPSS, but not the food. They asked us to do more to see if we could get others to pay for food. Raine connected with NERAC because they did a school safety conference in September. They had coffee and muffins, which MAPC paid for out of general admin funds. Raine asked FRCOG if could do that, but given that we serve multiple counties, FRCOG would only be willing to cover a share of this cost. Several other options were suggested, including reaching out to BRPC and PVPC, skipping coffee and food and reducing it to a four hour event, or directing participants to purchase food at UMass, if UMass says they are able to handle a large onslaught. Raine will follow up.

NWMIMT AHIMTA Conference

This was approved and will happen in March.

WMFCA Leadership Training

This was approved. Raine is working with Chief Anderson to put together Scope of Work and get the training scheduled.

Old Business

Flooding/Water Rescue Equipment – Tom reported that this was discussed at the CBRNE meeting. There is interest from the Tech Rescue Team as this could help them to become a

**Western Regional Homeland Security Advisory Council
Training and Exercise Subcommittee Meeting Minutes
Tuesday, November 21, 2023, 9:00 am**

federally typed team. They will take the ball on that for next month or two and come back with more information.

New Business/Requests

None.

Business Unforeseen by the Chair

Tom reported that Adams Ambulance Service is closing at the end of the year. This will have a substantial impact in Berkshire County. It is becoming more and more difficult to get EMTs. Southern Berkshire Volunteer Ambulance is in financial straits as well.

Next Steps/Future Meetings

The next meeting will be held on Tuesday, December 19, 2023 at 9:00 am, as a virtual meeting.

<p>Motion: Jeanne Galloway moved to adjourn the meeting. Sandra Martin seconded the motion. A roll call vote was held. Jeanne Galloway, Tom Grady, Norene Pease, Nick Licata, Sandra Martin, Matthew Bryan, and Chris Norris voted in favor. The motion was approved.</p>
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The meeting adjourned at 9:20 am.

List of Documents Reviewed at the Meeting

- T&E Subcommittee Meeting Agenda for November 21, 2023
- T&E Subcommittee Meeting Minutes from October 17, 2023 (draft)
- WRHSAC FFY20 T&E Budget Report through 11/17/23
- WRHSAC FFY21 T&E Budget Report through 11/17/23
- WRHSAC FFY22 T&E Budget Report through 11/17/23

Respectfully submitted by:

Rachel Mason, WRHSAC Program Assistant
Western Region Homeland Security Advisory Council
Franklin Regional Council of Governments

**Western Regional Homeland Security Advisory Council
Training and Exercise Subcommittee Meeting Minutes
Tuesday, December 19, 2023, 9:00 am**

Subcommittee members present: Matthew Bryan (BRPC), Jeanne Galloway (West Springfield Public Health), Thomas Grady (BCSO), Jay Hastings (Westfield State PD), Tom Kettle (Westfield State EMD), Nick Licata (HMCC/FRCOG), Sandra Martin (BRPC), Chris Norris (Easthampton Fire), Norene Pease (Shutesbury BOH/MAPHCO), Monica Wynne (Baystate)

Non-members present: C.J. Bartone (West Springfield FD), Raine Brown (FRCOG), Mike Cantrell (MEMA), Scott Flebotte (MEMA), Rachel Mason (FRCOG), Alan Sirois (Agawam FD),

Subcommittee members absent: Stephen Gaughan (Amherst Fire/EMS), Carolyn Ness (Deerfield BOS/BOH), Xander Sylvain (HMCC/FRCOG)

This meeting was conducted on Zoom. The meeting was recorded.

Tom Grady called the meeting to order at 9:00 am.

Minutes

The committee reviewed the minutes from the November 21, 2023 meeting.

Motion: Sandra Martin moved to approve the minutes from the November 21, 2023 meeting as submitted. Monica Wynne seconded the motion. A roll call vote was held. Jeanne Galloway, Sandra Martin, Tom Grady, Monica Wynne, Chris Norris, Nick Licata, Matthew Bryan, and Norene Pease voted in favor. Jay Hastings and Tom Kettle abstained. The motion was approved.

Introductions followed.

Budget Review

Raine Brown reported. In FFY21, there is a little over \$11,000 for general T&E and about \$23,500 for Hazmat. In FFY22, there is just over \$52,000 for general T&E and \$30,000 for Hazmat.

Current Training and Exercise Projects

Raine Brown reported on the status of each project unless otherwise noted.

Nero's Law Equipment and Training

There are two sessions coming up in January, one in Berkshire County and one in Franklin County. Both are filling up. The advanced K9 manikins are in at WMEMS.

Active Attack Integrated Response (AAIR)

Chief Sirois is looking at February and April for the regular training sessions.

EMS Pediatric Training

This will be happening on Feb 1 and 2, with one training in Berkshire County and one in Hampden County. Registration will open sometime after Christmas.

**Western Regional Homeland Security Advisory Council
Training and Exercise Subcommittee Meeting Minutes
Tuesday, December 19, 2023, 9:00 am**

PHEP Preparedness Summit – March 2024

There is an amendment request in today's packet. Matthew Bryan explained that the original quote was based on a GSA rate of \$137 per night, for three nights. However, the actual GSA rate for Cleveland is \$150 per night. Also, it will not possible for people to arrive in time for the beginning of the conference unless they arrive the night before, leading to the request of an extra night. The new quote also includes the tax of \$26.25/night. These amendments increase the total cost by \$2,352 over what was previously approved.

Motion: Nick Licata moved to approve an additional \$2,352 for the PHEP conference. Monica Wynne seconded the motion. A roll call vote was held. Jeanne Galloway, Sandra Martin, Tom Grady, Monica Wynne, Jay Hastings, Tom Kettle, Chris Norris, Nick Licata, and Norene Pease voted in favor. Matthew Bryan abstained. The motion was approved.

Dr. Peter Langman Active Threat Conference

Raine asked UMass if they could have people pay for food up front. The response was that they can, but they would charge us \$5/person who uses the registration system, plus a \$150 fee for them to set up the registration system for the event, plus a 3% admin fee. This would be an additional \$1,180 for a conference of 200 people, or double that for 400 people. This is still far less than the food cost originally included in the project justification. There was agreement among subcommittee members that Raine should reach out to EOPSS to see if they would approve it.

NWMIMT AHIMTA Conference

This is all set for NWMIMT to attend the national conference in March.

WMFCA Leadership Training

The scope of work is at MAPC. It will go out after the holidays to get the instructor on board.

Old Business

Flooding/Water Rescue Equipment

This remains on the agenda as a placeholder until we hear back from the Tech Rescue Team.

New Business/Requests

Hazmat Teams Homemade Explosives Training

C.J. Bartone presented a request for a homemade explosives class to bring awareness of unknown powders and potential energetics. The request is for two classes, one for D4 and one for D5.

Motion: Chris Norris moved to approve \$28,207 for the homemade explosives training. Monica Wynne seconded the motion. A roll call vote was held. Jeanne Galloway, Sandra Martin, Tom Grady, Monica Wynne, Jay Hastings, Tom Kettle, Chris Norris, Nick Licata, Matthew Bryan, and Norene Pease voted in favor. The motion was approved.

Hazmat Rail Emergencies Training

C.J. Bartone presented a request for the Over the Rail training offered by The Hazmat Gus, which addresses common hazards and potential mitigation for emergencies via rail. The request is for two classes, one for D4 and one for D5.

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Motion: Chris Norris moved to approve \$11,990 for the rail emergencies training. Nick Licata seconded the motion. A roll call vote was held. Jeanne Galloway, Sandra Martin, Tom Grady, Monica Wynne, Jay Hastings, Tom Kettle, Chris Norris, Nick Licata, Matthew Bryan, and Norene Pease voted in favor. The motion was approved.

AAIR Instructors and Equipment

Alan Sirois presented a request for funding. He reported to the subcommittee that the Training of Trainers course successfully trained 40 first responders. Also included in the contract were three 2-day courses which the new trainers will co-teach. These are tentatively scheduled for February in Hatfield, March in Lee, and April in Holyoke. Alan is now proposing an additional two phases to the project for a total of \$113,660. This is broken into \$77,660 for equipment, and \$36,000 for funds to compensate instructors.

Equipment – Sandra Martin made a motion to begin discussion on the \$77,660 for equipment, and Christopher Norris seconded it. Alan explained that this would fund the purchase of a full kit of Texas State ALERTT training equipment. Instructors can request kits from the AAIR program, but they might not come in a timely fashion because there is high demand. By securing a cache of equipment for Western Mass, the local instructors can deliver trainings at any time. The equipment could also be used by any Western Mass police dept. for other trainings. The kit includes 20 Sim handguns, 2 sim rifles, a laptop, projector, training materials, vests, moulage, and other supplies. It comes in 9 boxes and needs to be maintained and secured by a law enforcement agency. Chief Mason of Hadley Police has agreed to host it or find a suitable host. In response to a question about how simunitions would be restocked, Alan replied that when an agency wants to sponsor a course, simunitions would be their responsibility.

Jay Hastings noted that the Council purchased sim guns and training equipment that is being stored at the Bernardston PD, and asked if this is redundant. Alan replied that he could look at the stock of what has been purchased versus what is provided in the kit, and could cut out redundant components to save some money. Raine noted that the committee only has around \$60,000 left until FFY23 funds come online. In the FFY23 plan, we have set aside \$100,000 for ASHER equipment. Additional questions included the topics of how the equipment will be maintained, what the lifespan of the equipment is, and what the lag time is for requesting the equipment from Texas. In light of the questions that remain to be answered, the motion was tabled. Tom Grady asked Raine to put together a list of questions for Alan to respond to before it is reconsidered.

Instructor pay – Christopher Norris made a motion to begin discussion on the \$36,000 for instructor pay. Sandra Martin seconded the motion. Alan explained that there is no funding for the newly trained instructors who will co-teach the three upcoming classes and others yet to be scheduled. He suggested looking at it as an instruction delivery expense rather than backfill or overtime, though it would use the same reimbursement scheme. To bring in outside instructors would be tens of thousands more.

Sandra noted that different departments may have different pay rates, and she asked if we could set a rate for the training or might we pay each instructor individually rather than through BF/OT.

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Alan explained that the figures in the proposal are based on average of BF/OT. Raine explained paying instructors individually would require each instructor to provide us tax papers and other logistical requirement which would be untenable. They noted that some Councils have capped BF/OT amounts while others reimburse at the full rate. Tom Grady noted that the Commonwealth has two full time ASHER coordinators, John Mozza and Scott Cluet, and a cadre of trained instructors. This is a Commonwealth initiative, and MPTC has a model in place to contract with instructors and pay them. Tom will reach out to EOPSS through Ben to see if there is a more sustainable funding mechanism through the Commonwealth. Alan noted that in his experience, working with State level agencies in Western Mass takes too long, but that he would be happy to meet with agencies and individuals again. However, he noted that the three co-taught courses begin in February, which is coming up soon. Sandra suggested completing the first cycle and sorting out the rest later.

Motion: Chris Norris moved to approve \$36,000 for AAIR instructor pay. Sandra Martin seconded the motion. A roll call vote was held. Jeanne Galloway, Sandra Martin, Tom Grady, Monica Wynne, Jay Hastings, Tom Kettle, Chris Norris, Nick Licata, Matthew Bryan, and Norene Pease voted in favor. The motion was approved.

Business Unforeseen by the Chair

None.

Next Steps/Future Meetings

The next meeting will be held on Tuesday, January 16, 2024 at 9:00 am, as a virtual meeting.

Motion: Sandra Martin moved to adjourn the meeting. Nick Licata seconded the motion. A roll call vote was held. Jeanne Galloway, Sandra Martin, Tom Grady, Monica Wynne, Jay Hastings, Tom Kettle, Chris Norris, Nick Licata, Matthew Bryan, and Norene Pease voted in favor. The motion was approved.

The meeting adjourned at 9:55 am.

List of Documents Reviewed at the Meeting

- T&E Subcommittee Meeting Agenda for December 19, 2023
- T&E Subcommittee Meeting Minutes from November 21, 2023 (draft)
- WRHSAC FFY20 T&E Budget Report through 12/15/23
- WRHSAC FFY21 T&E Budget Report through 12/15/23
- WRHSAC FFY22 T&E Budget Report through 12/15/23
- PHEP Preparedness Summit Amendment Request, December 2023
- Proposal from C.J. Bartone / D4 Hazmat for homemade explosives training
- Proposal from Alan Sirois / Agawam Fire for Continued Regional AAIR Instruction
- Proposal from C.J. Bartone / D4 Hazmat for Over the Rail Cargo training

Respectfully submitted by:

**Western Regional Homeland Security Advisory Council
Training and Exercise Subcommittee Meeting Minutes
Tuesday, December 19, 2023, 9:00 am**

Rachel Mason, WRHSAC Program Assistant
Western Region Homeland Security Advisory Council
Franklin Regional Council of Governments

DRAFT