

Western Region Homeland Security Advisory Council
All Hazards Planning and Equipment Subcommittee Meeting
Tuesday, April 1, 2025, 9:00 am

Subcommittee members present: Loren Davine (HPHPC/MRC), Jeanne Galloway (West Springfield), Larry Holmberg (HREPC), Samantha Kittle (BRPC), Sandra Martin (BRPC), Carolyn Ness (Deerfield)

Non-members present: Michael Archbald (Whately BOH), Raine Brown (FRCOG), Anthony D'Amico (Sentinel), John Hart (Hampden County Sheriffs Dept), Rachel Mason (FRCOG), Michael Nelson (Franklin County Fairgrounds), Brian Nichols (EOPSS), Al Palumbo (Sentinel)

Subcommittee members absent: Tom Grady (BCSO), Nick Licata (HMCC/FRCOG), Hugh O'Callaghan (Baystate), Xander Sylvain (HMCC/FRCOG)

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

Call Meeting to Order

Larry Holmberg called the meeting to order at 9:00 am.

Approval of Minutes

The committee reviewed the minutes from the March 4, 2025 meeting.

<p>Motion: Sandra Martin moved to approve the March 4, 2025, meeting minutes as submitted. Carolyn Ness seconded the motion. Larry Holmberg, Sandra Martin, Carolyn Ness, and Jeanne Galloway voted in favor. The motion was approved.</p>

Introductions followed.

Fairground Security Planning

Tony D'Amico reported that things have been moving along well, a little faster with Franklin County than Cummington. Everything has been distributed except the training plan, and they are reviewing the feedback they have received. He asked if there are any additional comments on the small/medium event template. Sandra Martin replied that it is a good template and comprehensive, but she recommended adding an executive checklist at the beginning because it is so comprehensive. A checklist could indicate the priorities, guide people on what to do first, second, etc. Carolyn Ness reminded Sentinel that most people working at these events are volunteers, and if things are too complicated, they will get lost before they get through it. Sandra suggested one or two bullets in each section, which could then be pulled out for an executive checklist to let people know what's essential in each section. Tony noted that he wants it to be an educational document as well, and he agreed to add an introductory checklist for each section.

Al Paulmbo asked if training is included in this. Tony replied that he is making training and exercise recommendations, and Larry explained that we envision a Phase 2 on this project for Training and Exercise. Larry presented the template at the EMD quarterly meeting last month, and there was a lot of interest. Tony suggested that they could do seminars or tabletops. Sandra asked if there are job action sheets for individual positions. Tony replied that he talked a little about some of the positions, but he can put in a job aid checklist as an appendix. He also noted

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that while Michael Nelson has been super quick to respond, it has been hard to pin down Michael Perkins. He asked if anyone could push him and Albert to respond, to keep the project on track. It needs buy in from Albert and his team. Larry will reach out. Al reported that he talked to Avery at MAPC about billing, as Sentinel has spent a lot of time on this project and hadn't received any payments. Payments are now in process.

Public Health/Flu Update

Jeanne Galloway and Sandra Martin reported that things are getting better. Mike Archbald reported that Westhampton had a cluster event of a noro-like virus at the elementary school. Information went out about how to minimize spread. Sandra added that Berkshire County is doing a lot of planning for measles, as there are many clusters of unvaccinated kids.

Current Projects

FFY21: Cybersecurity Spenddown – Raine Brown reported. The Pittsfield project is underway, and we are waiting for the MFA keys to be delivered. We are 12 cents short for zeroing out this project in FFY21. Raine will tack it onto something else. Both entities are grateful for the projects. The Central Region Council contacted Raine because they are having the same problem with the cybersecurity spenddown and were interested in learning about the MFA keys project. Raine shared the info on what we are doing.

FFY22: Fairground Security Planning – Discussed above.

FFY23: Election Security – Raine reported that we spent about \$14,000 on the towns, which leaves us just over \$20,000. As discussed last month, we will put those funds towards the barriers, which will take care of the remaining election spending for FFY23 and all of it for FFY24.

Budget Review

Raine reported. There is just over \$6,000 in FFY22, which has a current end date at the end of June but will likely be extended through December. We could put that money towards the next phase of the fairgrounds project. There is also \$100,000 in FFY24 for that. We could also use some money to socialize the template, e.g. holding seminars on it. We have not yet written the RFP for the T&E phase of the project.

Raine also noted that we still do not know if the HSGP funding will be continued. Usually, we have heard by this time of year about the next grant year, but we haven't heard anything yet. Brian Nichols explained that the guidance hasn't been clear. There is a supplemental budget in place for six months, and things are mostly on hold. OGR is operating under internal guidance with business as usual, but they have no idea when anything will be paid out. Reimbursement requests are still being processed internally but now have to be filtered through FEMA. When FEMA talks about grant programs right now, they won't put anything in writing.

Western Region Homeland Security Advisory Council
All Hazards Planning and Equipment Subcommittee Meeting
Tuesday, April 1, 2025, 9:00 am

Old Business

WesternMassReady website – Raine reported that Eric at Yes Exactly will set up a new page to move all the WRHSAC stuff to, then we can weed it out and move what we need to move.

New Business

None.

Items unforeseen by the chair

Larry reported that they are having an EMD Day at the Legislature on April 9. They are bringing in a decent crew to talk to the legislature about the updating of the 1950 Civil Defense Act, as well as sustaining the State Disaster Relief Fund and increasing the budget for MEMA.

Raine suggested that the subcommittee consider adding Michael Archbald as a voting member at next month's meeting.

Next Meeting

The next All Hazards Planning and Equipment subcommittee meeting will be held on Tuesday, May 6, at 9:00 am, as a virtual meeting.

Motion: Carolyn Ness moved to adjourn. Sandra Martin seconded the motion. Larry Holmberg, Sandra Martin, Carolyn Ness, Samantha Kittle, and Loren Davine voted in favor. The motion was approved.

The meeting adjourned at 9:35 am.

List of Documents Reviewed at the Meeting

- All Hazards Subcommittee April 1, 2025 Meeting Agenda
- All Hazards Subcommittee March 4, 2025 Meeting Minutes (draft)
- WRHSAC FFY21 All Hazards Budget Report through 3/28/2025
- WRHSAC FFY22 All Hazards Budget Report through 3/28/2025
- WRHSAC FFY23 All Hazards Budget Report through 3/28/2025
- WRHSAC FFY24 All Hazards Budget Report through 3/28/2025

Respectfully submitted by:

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