

Western Region Homeland Security Advisory Council  
All Hazards Planning and Equipment Subcommittee Meeting  
Tuesday, May 6, 2025, 9:00 am

**Subcommittee members present:** Jeanne Galloway (West Springfield), Larry Holmberg (HREPC), Samantha Kittle (BRPC), Sandra Martin (BRPC), Carolyn Ness (Deerfield)

**Non-members present:** Michael Archbald (Whatley BOH/MAPHCO), Raine Brown (FRCOG), Rachel Mason (FRCOG), Michael Nelson (Franklin County Fairgrounds), Brian Nichols (EOPSS)

**Subcommittee members absent:** Loren Davine (HPHPC/MRC), 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**

Jeanne Galloway called the meeting to order at 9:03 am.

**Approval of Minutes**

The committee reviewed the minutes of the April 1, 2025, meeting.

<p><b>Motion:</b> Sandra Martin moved to approve the April 1, 2025, meeting minutes as submitted. Carolyn Ness seconded the motion. Sandra Martin, Jeanne Galloway, Samantha Kittle, and Carolyn Ness voted in favor. The motion was approved.</p>
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Introductions followed.

**Public Health/Flu Update**

Jeanne Galloway reported that things are pretty good on the public health front. Sandra Martin noted that more kids have died from flu this year than in a long time. Jeanne agreed that the flu has been rough this year. Fewer people are getting the vaccine. Carolyn Ness asked about whether there would be a new flu vaccine formula. Sandra replied that although the meeting had been postponed, the FDA did ultimately meet and made recommendations for the 2025-26 vaccine. With regard to the weather, Jeanne noted that lots of rain means lots of mosquitoes. But it also means we might be out of the drought after this week.

**Current Projects**

Raine Brown reported on the status of the current projects.

***FFY21: Cybersecurity Spenddown*** – The MFA keys were distributed. The Pittsfield project is expected to be completed by the end of June.

***FFY22: Fairground Security Planning*** – The link to the monthly update is in the packet. Sentinel put a pause on continuing work because of a delay in payment from MAPC, which was due to an issue with their invoicing. They still have not received payment for work done in December. However, yesterday Raine received another invoice from them that uses up the remainder of the funds in the project. Raine asked them to re-send the invoice for the work that

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was actually done, and then they can have a conversation. Michael Nelson confirmed that he does not have a final product yet, nor has he seen the pocket guide. Raine will follow up with Sentinel, because all work must be done by the end of June.

**FFY23: Election Security** – The remainder of FFY23 election security funds and all of the FFY24 election security funds are taken care of with portable barriers to be housed in Ludlow. We are expecting to see them mid-late June.

**Budget Review**

Raine reported. FFY21 will wrap up with the Pittsfield project. FFY22 also needs to be spent down by the end of June. Raine will flip some projects to do this. We have \$106,050 in FFY24, which runs through July, 2026. We still have no updates regarding future funding. The provisional budget is still in place. Brian Nichols added that the landscape seems to be changing almost every day. They have not received any NOFOs.

**Old Business**

**WesternMassReady website** – Raine reported that the work has been completed. The projects from the WesternMassReady website have been incorporated into the WRHSAC website. Information regarding preparing for emergencies was outdated and was not moved. There was not a lot of traffic on that site. Raine has not given up the URL yet, but we are unlikely to take on another website project so they would like to let it go. There was no opposition to this suggestion. The work on the websites totaled about \$2,750, which came from admin funds.

**New Business**

**Michael Archbald membership** – Jeanne noted that Michael has been joining All Hazards meetings for a while, and she suggested that the subcommittee consider adding him as a member. Carolyn spoke in support of his nomination. She has worked with him since 2005 in the South County EDS, and he is now co-chair of MAPHCO as well.

<p><b>Motion:</b> Sandra Martin nominated Michael Archbald to be a voting member of the WRHSAC All Hazards Planning and Equipment Subcommittee. Carolyn Ness seconded the nomination. Sandra Martin, Samantha Kittle, Jeanne Galloway, Larry Holmberg, and Carolyn Ness voted in favor. The nomination was approved.</p>
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**Items unforeseen by the chair**

None.

**Next Meeting**

The next All Hazards Planning and Equipment subcommittee meeting will be held on Tuesday, June 3, at 9:00 am, as a virtual meeting.

<p><b>Motion:</b> Carolyn Ness moved to adjourn. Sandra Martin seconded the motion. Sandra Martin, Michael Archbald, Samantha Kittle, Jeanne Galloway, Larry Holmberg, and Carolyn Ness voted in favor. The motion was approved.</p>
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The meeting adjourned at 9:21 am.

**List of Documents Reviewed at the Meeting**

- All Hazards Subcommittee May 6, 2025 Meeting Agenda
- All Hazards Subcommittee April 1, 2025 Meeting Minutes (draft)
- Fairgrounds Project Monthly Report – April 2025
- WRHSAC FFY21 All Hazards Budget Report through 4/30/2025
- WRHSAC FFY22 All Hazards Budget Report through 4/30/2025
- WRHSAC FFY23 All Hazards Budget Report through 4/30/2025
- WRHSAC FFY24 All Hazards Budget Report through 4/30/2025

*Respectfully submitted by:*

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