

Western Region Homeland Security Advisory Council
All Hazards Planning and Equipment Subcommittee Meeting
Tuesday, January 2, 2024, 9:00 am

Subcommittee members present: Matthew Bryan (BRPC), Loren Davine (HPHPC/MRC), Jeanne Galloway (West Springfield), Larry Holmberg (HREPC), Nick Licata (HMCC/FRCOG), Sandra Martin (BRPC), Carolyn Shores Ness (Deerfield BOS/BOH), Xander Sylvain (HMCC/FRCOG), Monica Wynne (Baystate)

Non-members present: Raine Brown (FRCOG), Ruby Chang (Board of Health, Great Barrington), Rachel Mason (FRCOG), Michael Nelson (Franklin County Fairgrounds), Brian Nichols (EOPSS), Michael Perkins (Cummington PD)

Subcommittee members absent: Tom Grady (BCSO)

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

Call Meeting to Order

Larry Holmberg called the meeting to order at 9:01 am.

Approval of Minutes

The committee reviewed the minutes from the December 5, 2023 meeting.

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| <p>Motion: Sandra Martin moved to approve the December 5, 2023 meeting minutes as submitted. Jeanne Galloway seconded the motion. A roll-call vote was held. Sandra Martin, Larry Holmberg, Jeanne Galloway, Monica Wynne, Loren Davine, Xander Sylvain, Matthew Bryan, and Carolyn Ness voted in favor. The motion was approved.</p> |
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Introductions followed.

Fairground Security Conversation

Larry Holmberg noted that representatives from Franklin County Fair and Cummington Fair are present, and that Three County Fair was also invited to attend. All of the entities received a single page intro to the meeting, with specific questions to help us develop a project narrative. The subcommittee envisions a multi-year project, up through full-scale exercises if appropriate.

Mike Nelson told the subcommittee about the Franklin County Fairgrounds, which in recent years has evolved to being a year round event venue with 65 events scheduled for 2024. More activity means that they are more vulnerable, as there are more opportunities for bad actors and for mistakes to happen. They have a general concept in mind of how they would respond in different scenarios, but no written plans. They want to do a full hazard and vulnerability assessment to identify what they need to address and what equipment gaps exist, then develop all hazard plans with related annexes, then train and exercise those plans. Along the way, they would use the analysis to apply for other grant funding.

Mike Perkins reported on the Cummington Fair, a four-day event annual that brings over 22,000 people to a town with a population of 900 that is 30-45 minutes from getting outside help. They have an incident action plan and have done a few tabletop exercises in the past, but they would

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like to have someone come in and look at what they are doing from a public safety standpoint. The venue is also used for other events, mainly agricultural, between Memorial Day and Labor Day, and they are exploring other opportunities to make it more marketable to others. The president of the agricultural society, who owns the fairgrounds, is in favor of working on this. They have similar goals to the Franklin County Fair.

Discussion followed. According to Mike Nelson, MDAR classifies the Franklin County Fair and 3 County Fair as medium size fairs, and Cummington and others are classified as small fairs. The Cummington Fair has a written Incident Action Plan, but no written emergency response plans. Kevin Donnelly came about five years ago and toured the facility. They shared their IAP with him, but he did not give them anything else. Franklin County Fair has not worked with CISA/DHS or other agencies.

There was general agreement that what is needed is a risk and threat analysis and gap analysis, followed by development of a plan and/or template, then leading into an exercise series. The first step, however, will be to see what DHS/CISA can provide. Larry asked Raine to contact John Warren and ask what they can offer to us and to the venues.

Requests

Franklin County Fairground Metal Barriers – Mike Nelson presented a request for metal barriers. He told the subcommittee about a threat at the fairgrounds that they are already aware of, namely the lack of a physical barrier between the inner parking area and pedestrian areas. A vehicle coming in the car entrance can turn into pedestrian area either by accident or on purpose. They bought some barriers last year to test out, and they dramatically reduced incidents of accidental turning. They are now looking to purchase an additional 850 linear feet to completely close off the pedestrian zone. Carolyn Ness moved to support the project and Jeanne Galloway seconded the motion so that discussion could begin. While there was general support for making the fairgrounds safer, questions arose from subcommittee members around whether this was the most effective approach. One idea that emerged was to use barriers in combination with steel posts or bollards. This might also change the linear footage needed. Upon further discussion, Mike agreed that it would make more sense to wait until the security analysis is complete and then resubmit a proposal based on professional analysis. He rescinded his request, and Jeanne and Carolyn withdrew their motion.

Public Health/Flu Update

Jeanne Galloway reported that there has been an uptick in respiratory illnesses, but not drastic. Monica Wynne reported that the hospitals are also seeing an uptick. They are back in the red zone, meaning that everyone has to wear a mask in the hospital. Covid cases are rising including in the workforce. RSV is also present, with numbers higher in adults than kids but both going up. Carolyn Ness reported that the Franklin County collaborative has been in the red for last three weeks, and they are seeing clusters from the holidays. People are not reporting testing as much, but wastewater levels are up and hospitalizations are slightly up. Flu is also circulating. Matthew Bryan asked if there is any pre-planning happening for the Hepatitis A outbreak. Jeanne replied

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that the State had a meeting but that it has not been affecting Western Mass. The concerns are mostly around those experiencing homelessness and substance use.

FFY2020 Projects

PPE Restocking and Rotation Management: HMCC Conex Boxes – Raine Brown reported. The HVAC work is finished. There is a purchase order out for shelving units to be shipped to HMCC, which should happen soon. The project will then be wrapped up.

FFY21 Projects

Cybersecurity Planning: BRPC Muni Regional IT/Cyber Pilot Project – Sandra Martin reported that things are pretty much the same as last month. Each month they are focusing on a slightly different topic in mentoring sessions.

FFY22 Projects

Equity in Emergency Management – Raine reported that the purchase order is in place. Sandra added that they have started working on individual handouts and templates for each county.

Budget Review

Raine reported. There is about \$110,000 available, mostly in FFY22, and there is just over \$13,000 remaining in the funds that were returned to the Council.

Old Business

WesternMassReady website – This remains on the agenda as a placeholder.

Election Security – Larry Holmberg reported that he and Sandra were in touch with EOPSS. Brian Nichols reported that Ben reached out to the elections division but to little effect. They will continue to pass info along but cannot make them act. Raine asked for guidance from EOPSS about how to spend the required 3% on election security without the support of the entity that governs it. Brian will talk with Ben. Sandra noted that the clerks in Berkshire County have very specific asks, and only one step was addressed with the training provided. Larry added that he has reached out to Hampden County clerks as well, and they, too, are looking for more guidance. Carolyn noted that Franklin County has recently had a lot of turnover of long time town clerks, and the new ones need guidance.

New Business

None.

Items unforeseen by the chair

None.

Next Meeting

The next All Hazards Planning and Equipment subcommittee meeting will be held on Tuesday, February 6, at 9:00 am, on Zoom.

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Motion: Jeanne Galloway moved to adjourn the meeting. Carolyn Ness seconded the motion. A roll call vote was held. Sandra Martin, Larry Holmberg, Loren Davine, Xander Sylvain, Jeanne Galloway, Monica Wynne, Carolyn Ness, and Matthew Bryan voted in favor. The motion was approved.

The meeting adjourned at 10:10 am.

List of Documents Reviewed at the Meeting

- All Hazards Subcommittee January 2, 2024 Meeting Agenda
- All Hazards Subcommittee December 5, 2023 Meeting Minutes (draft)
- Proposal from Michael Nelson / Franklin County Fairgrounds for steel barricades
- WRHSAC FFY21 All Hazards Budget Report through 12/29/2023
- WRHSAC FFY22 All Hazards Budget Report through 12/29/2023

Respectfully submitted by:

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

Western Region Homeland Security Advisory Council
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Tuesday, February 6, 2024, 9:00 am

Subcommittee members present: Matthew Bryan (BRPC), Loren Davine (HPHPC/MRC), Jeanne Galloway (West Springfield), Larry Holmberg (HREPC), Nick Licata (HMCC/FRCOG), Sandra Martin (BRPC), Carolyn Shores Ness (Deerfield BOS/BOH), Monica Wynne (Baystate)

Non-members present: Raine Brown (FRCOG), Rachel Mason (FRCOG), Brian Nichols (EOPSS/OGR), John Warren (DHS/CISA)

Subcommittee members absent: Tom Grady (BCSO), 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 January 2, 2024 meeting.

Motion: Sandra Martin moved to approve the January 2, 2024 meeting minutes as submitted. Monica Wynne seconded the motion. A roll-call vote was held. Jeanne Galloway, Larry Holmberg, Sandra Martin, Monica Wynne, and Matthew Bryan voted in favor. The motion was approved.

Introductions followed.

Public Health/Flu Update

Monica Wynne reported that Covid numbers are leveling off, but they are still in the red zone and masking. RSV has also leveled off. There has been an uptick in flu, but not large numbers.

FFY2020 Projects

PPE Restocking and Rotation Management: HMCC Conex Boxes – Raine Brown reported. The project is now complete. HMCC will begin moving PPE back into the Conex boxes.

FFY21 Projects

Cybersecurity Planning: BRPC Muni Regional IT/Cyber Pilot Project – Raine reported that a monthly update is in today’s packet. Sandra Martin added that she asked Mark to ask the group about elections cybersecurity, and he reported that they were not interested.

FFY22 Projects

Equity in Emergency Management – Sandra reported that the team is currently involved in teaching food inspector trainings across the State. They will start this project in March.

Budget Review

Raine reported. For FFY22 we currently have about \$115,000 on the books. A little less than \$10,000 went to the equity project. Talking with MAPC, it is likely that we will seek an

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extension on those funds through June, 2025. That would give us more time for the fairgrounds project. The FFY23 budget is in today's packet. All Hazards has \$34,400 for elections security.

Old Business

WesternMassReady website – This remains on the agenda as a placeholder.

Fairground Security Planning – Raine reported that she reached out to John Warren last month and connected him to the Franklin County Fair and Cummington Fair. DHS/CISA can do the vulnerability assessment work. They are starting next week in Franklin County. John Warren explained that the vulnerability assessment is similar to they what use at the Big E, Tanglewood, etc. They look at all facilities on the site, talk about planning initiatives, use the Security Assessment at First Entry tool, do a complete facility walkthrough, and go through a set of questions. They also make a pitch for the State Fusion Center, an underutilized resource. They usually recommend three plans: a security management plan, business continuity plan, and emergency response plan. They put together a list of vulnerability options for consideration in a report, which is shared only with the stakeholder.

Subcommittee members asked follow-up questions and discussed related project ideas to pursue. Carolyn Ness expressed interest in developing templates for big events for small towns, such as the Treehouse half-marathon that doubles the population of the town for a few hours. John Warren explained that DHS/CISA took the best practice laundry list from their vulnerability tool and shared it with the Secretary of State's Office, which has been drafting a template to use. However, they are not in the plan-writing business and are looking back to MEMA. Raine noted that DHS/CISA will not write a plan for the fairgrounds or for anyone else, but that they do have templates that this subcommittee can build from. John added that there are some standardized FEMA forms. Regarding the different types of plans, he noted that in the private sector, business continuity planning is big because they are focused on profits, but the questions are different when it comes to government agencies, school, or non-profit organizations.

Election Security Discussion with John Warren (DHS/CISA)

Larry introduced the topic, explaining that this started with Sandra talking with Berkshire County town clerks about their concerns over election security, including coop planning, security training for constables, physical security, etc. Larry spoke with clerks in Hampshire County and found similar concerns. Initially, Sandra had a good response from the elections division but then it petered out. Larry tried and got no response. Brian tried as well and also got almost nothing. This is why we invited John Warren to today's meeting. We do not want to step on anyone's toes, but we need some ideas for what we should be doing. Discussion ensued. John explained that cybersecurity does not seem to be an area of interest from the Secretary of State's Office, but they do seem interested in the physical security side. John has gone to a number of central and western Mass towns to look at the town hall, ballot chain of custody, how people move in and out of the building, etc. He also looks at the polling location when possible, including the path of the voter and traffic. Some schools remain open on election days, so they also look at bus rotations and parent pickups/drop-offs. There are some things turning up in almost all assessments, which WRHSAC may be able to consider for funding. For example, there is a

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widespread lack of panic buttons at town clerk counters and lack of cameras over early voting boxes, areas where they store the ballots, etc. These are low hanging grant fruit. Sandra asked how towns request an elections security assessment. John replied that they have a form to fill out, and that Mike Ste. Marie and his staff at the Secretary of State's Office have been pushing it out, but towns are also welcome to reach out to John directly.

Brian Nichols agreed that coordination with the Sec of State's Office has not been ideal, but he noted that anything related to election security is likely to be approved by EOPSS/OGR. He likes the idea of training constables. He noted that there is not a lot of time or money, and that although there is another grant program being rolled out, funding will not be available in time for this year's election. Sandra asked if coop planning could be allowable; Brian believes it is.

John noted that he is one of only three DHS/CISA Protective Security Advisors in the Commonwealth, and the three of them cannot physically reach every polling station between now and November. CISA has a self-assessment tool that town clerks can use. John will send it to Raine to share with the group. There is a significant amount of free training out there, as well as templates for plans. Carolyn suggested that some of what this committee can spend money on is simplifying or repackaging existing information or trainings for small rural towns. Further discussion revolved around the importance of coop planning, which Larry noted is being pushed by MEMA this year, as well as training for constables and poll workers. Raine noted that putting together a campaign for sharing with town clerks, etc, would be a fairly minimal project that would not take much money. Another suggestion from John and Larry was to gather groups of clerks, constables, and election volunteers to go through a tabletop exercise, have a discussion, and update plans. Carolyn will talk to her town clerk and do some research into what she has received from MEMA or the Sec of State.

New Business

State Disaster Relief Fund – Larry and Carolyn shared information about the legislation put forward by Jo Comerford and Natalie Blais. It would start with \$250 million, with a sustainable funding source. It is highly desirable for gap storms. They hope people will support it.

Items unforeseen by the chair

None.

Next Meeting

The next All Hazards Planning and Equipment subcommittee meeting will be held on Tuesday, March 5, at 9:00 am, on Zoom.

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| <p>Motion: Jeanne Galloway moved to adjourn the meeting. Sandra Martin seconded the motion. A roll call vote was held. Sandra Martin, Monica Wynne, Nick Licata, Matthew Bryan, Loren Davine, Larry Holmberg, Jeanne Galloway, and Carolyn Ness voted in favor. The motion was approved.</p> |
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The meeting adjourned at 10:42 am.

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List of Documents Reviewed at the Meeting

- All Hazards Subcommittee February 6, 2024 Meeting Agenda
- All Hazards Subcommittee January 2, 2024 Meeting Minutes (draft)
- Berkshire Municipal Regional Cybersecurity Services Pilot – 1/31/24 Progress Report
- WRHSAC FFY21 All Hazards Budget Report through 1/31/2024
- WRHSAC FFY22 All Hazards Budget Report through 1/31/2024
- WRHSAC FFY23 All Hazards Budget Report through 1/31/2024

Respectfully submitted by:

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

Western Region Homeland Security Advisory Council
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Tuesday, March 5, 2024, 9:00 am

Subcommittee members present: Matthew Bryan (BRPC), Jeanne Galloway (West Springfield), Larry Holmberg (HREPC), Nick Licata (HMCC/FRCOG), Sandra Martin (BRPC), Carolyn Shores Ness (Deerfield BOS/BOH), Xander Sylvain (HMCC/FRCOG), Monica Wynne (Baystate)

Non-members present: Raine Brown (FRCOG), Rachel Mason (FRCOG), Brian Nichols (EOPSS/OGR)

Subcommittee members absent: Loren Davine (HPHPC/MRC), Tom Grady (BCSO)

**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 February 6, 2024 meeting. Larry Holmberg suggested an amendment to correct a typo on page 2.

Motion: Sandra Martin moved to approve the February 6, 2024 meeting minutes as amended. Carolyn Ness seconded the motion. A roll-call vote was held. Jeanne Galloway, Sandra Martin, Carolyn Ness, Larry Holmberg, Nick Licata, Matthew Bryan, and Monica Wynne voted in favor. The motion was approved.

Introductions followed.

Public Health/Flu Update

Sandra Martin reported that there is a lot of norovirus around. Carolyn Ness observed that Covid seems to be leveling off. Monica Wynne confirmed this trend. Jeanne Galloway reported that the protocol for Covid has changed; it is now in the same category as flu.

FFY21 Projects

Cybersecurity Planning: BRPC Muni Regional IT/Cyber Pilot Project – The monthly update is in today’s packet.

FFY22 Projects

Equity in Emergency Management – Sandra Martin reported that she has started work on the reports. The Census data has been updated in the last few months, so old reports needed to be updated. A PowerPoint presentation is also in the works. Sandra asked if the project could be extended beyond April. Raine replied that from the grant management side, that is not a problem.

Budget Review

Raine reported. In FFY22, the subcommittee has about \$110,000. This will likely go to the fairgrounds project. In FFY23, there is \$34,400 for election security.

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Old Business

WesternMassReady website – This remains on the agenda as a placeholder.

State Disaster Relief Fund – Larry Holmberg has no updates to report.

Fairground Security Planning – The Franklin County Fairgrounds report from John Warren is in today's packet. Larry noted that he has not had a chance to fully digest it, but there seems to be a lot in there that we can work with. Raine suggested that after reading the report, one approach would be to help the fair develop the security plans and incorporate the items noted under security management. Another could be to help with low-hanging equipment needs. There was general support for the idea of helping both fairs develop security plans, and agreement that we will probably need to hire beyond the RPAs. Before Raine can write a Project Justification or Scope of Work, we need to have another meeting with both the Franklin County Fair and Cummington Fair representatives. Larry will reach out to Mike Perkins to inquire about the timeframe for their assessment. Ideally we should be hashing out the project at the April or May All Hazards meeting so that it can go before the full Council in May and then to EOPSS.

Election Security – Carolyn reported she spoke with Deerfield's new town clerk. She is not worried about security; her concerns are more about budget and personnel. They have a security camera. Carolyn reached out to surrounding towns and heard similar things. There are also concerns about accessibility, as most of the buildings are old. They might not have written coop plans, but the town clerks have gotten together in the past few years and will back each other up as needed. If there were a need for mutual aid on an election day, it would be more challenging.

Larry also talked to town clerks. They are getting updates from the elections division, but they are not always reading them. Coop plans exist but have not been tested. Both clerks have assistants; those are their first line backups. They like the idea of trainings for constables and poll workers. Larry broached idea of bringing together people from 5-7 towns for a half-day regional gathering to watch the videos and have a discussion. The clerks liked this idea. Once they get past today's primary election, they will have more time to talk about ideas.

Sandra found that Berkshire County clerks were also too busy focusing on today's election to engage with her, but in the past they have expressed interest in poll worker and constable training. Sandra likes the idea of training but is not sure if we can do anything meaningful with \$34,000. She likes the strategy of getting groups together.

Discussion followed, in which additional ideas arose such as doing outreach work / public education, or focusing on coop plans. Raine reminded the subcommittee that the focus should be on protecting soft targets, i.e. town halls or polling places, and also that making plans for people who have not asked for them has not been a successful strategy in the past. Additional discussion followed. Hiring someone who understands security and de-escalation to develop and facilitate half-day seminars may be do-able, but would people show up? Would we be crossing over into the Secretary of State's domain? Brian Nichols agreed that it is tough because the role of the

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Councils is not really defined. He is not sure what would be approved. The target seems to be facility hardening, e.g. bollards, but in Western Mass there are not a lot of crowds to manage. He will talk with Ben again, as well as with the other regional program coordinators to find out if they have viable ideas. Discussion returned again to the idea of trainings for constables and poll workers, but Jeanne and Larry noted that that would be the realm of the T&E subcommittee. Raine noted that perhaps this money should go to the elections division, as decisions about State election security are not within the Council's authority. There have been times in the past when EOPSS came to the Councils and said, "we're going to take this amount from your share and give it to X state agency," so there is precedent for that approach. Brian will follow up.

New Business

None.

Items unforeseen by the chair

None.

Next Meeting

The next All Hazards Planning and Equipment subcommittee meeting will be held on Tuesday, April 2, at 9:00 am, on Zoom.

Motion: Sandra Martin moved to adjourn the meeting. Carolyn Ness seconded the motion. A roll call vote was held. Jeanne Galloway, Sandra Martin, Larry Holmberg, Nick Licata, Monica Wynne, Carolyn Ness, and Matthew Bryan voted in favor. The motion was approved.

The meeting adjourned at 9:58 am.

List of Documents Reviewed at the Meeting

- All Hazards Subcommittee March 5, 2024 Meeting Agenda
- All Hazards Subcommittee February 6, 2024 Meeting Minutes (draft)
- Berkshire Municipal Regional Cybersecurity Services Pilot – 2/29/24 Progress Report
- WRHSAC FFY21 All Hazards Budget Report through 3/4/2024
- WRHSAC FFY22 All Hazards Budget Report through 3/4/2024
- WRHSAC FFY23 All Hazards Budget Report through 3/4/2024
- CISA SAFE Franklin County Fairground report dated 2/16/24

Respectfully submitted by:

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

Western Region Homeland Security Advisory Council
All Hazards Planning and Equipment Subcommittee Meeting
Tuesday, April 2, 2024, 9:00 am

Subcommittee members present: Matthew Bryan (BRPC), Larry Holmberg (HREPC), Nick Licata (HMCC/FRCOG), Sandra Martin (BRPC), Carolyn Shores Ness (Deerfield BOS/BOH), Monica Wynne (Baystate)

Non-members present: Raine Brown (FRCOG), Rachel Mason (FRCOG), Michael Nelson (Franklin County Fairgrounds), Brian Nichols (EOPSS/OGR), Hugh O’Callaghan (Baystate)

Subcommittee members absent: Loren Davine (HPHPC/MRC), Jeanne Galloway (West Springfield), Tom Grady (BCSO), 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 5, 2024 meeting.

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| <p>Motion: Carolyn Ness moved to approve the March 5, 2024 meeting minutes as submitted. Sandra Martin seconded the motion. Sandra Martin, Larry Holmberg, Monica Wynne, Nick Licata, Carolyn Ness, and Matthew Bryan voted in favor. The motion was approved.</p> |
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Introductions followed.

Public Health/Flu Update

Monica Wynne reported that flu has increased in the region but Covid has flattened out. Carolyn Ness reported that this is the Deerfield’s region’s fourth consecutive week in the “green” for Covid, but people have been out with noroviruses.

Fairground Security Planning

Larry Holmberg reported that Cummington was scheduled to have their security assessment yesterday. The report for Franklin County is in today’s packet. The goal for today is to look at their priorities and discuss where we can help. In May we will discuss Cummington, then combine the two. Michael Nelson briefed the subcommittee on the S.A.F.E. assessment process and the discussion he had with John Warren, Chief Strahan, and Sgt. Haskins. The Fairgrounds applied for funding to address a known fencing issue. They are also looking at barriers, cameras, planning, training, and other issues identified in the report. Michael expressed interest in a WRHSAC project to help with the security plans. Discussion ensued. Subcommittee members were in agreement that a useful approach would be to hire a consultant to develop plans for both fairgrounds and then make a template from those. They also support the idea of developing a full security plan for the fairgrounds, with shorter handouts for event staff and annexes specifically for the Franklin County Fair and other events of specific sizes. Raine noted that templates already exist that can serve as a place for a consultant to start. The plan should also lay out the responsibilities of the people who are renting the space versus the responsibilities of the

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fairground in terms of security. The committee has \$115,000 to spend on this project. The challenge will be finding a vendor. Raine will try to write a scope of work but might reach out for help with that. Larry reiterated that this will be a multi-year and multi-subcommittee project, as eventually it should include training. There was consensus to move forward as discussed.

FFY21 Projects

Cybersecurity Planning: BRPC Muni Regional IT/Cyber Pilot Project – The monthly update is in today’s packet. Sandra Martin reported that the group delves into one topic each month. People like it and they come.

FFY22 Projects

Equity in Emergency Management – Sandra reported that the project is getting started again. The Census updated some data, so they needed to revise some of the basic data on populations. An intern wrote a program to do that, so they are now back on track.

Budget Review

Raine reported. In FFY22, the subcommittee has \$115,050 that will go to the fairgrounds project. FFY22 will be extended through June, 2025. In FFY23, there is \$34,400 for election security.

Old Business

Election Security – Raine reported that the Ludlow Police are putting forward a project for Meridian portable barriers, which will go before the CBRNE committee next week. It is a full kit on a trailer. They are proposing to purchase two trailers for over \$260,000. Election security funds could go to that. It is also soft target protection. The C.A.T.C.H. Training that was approved in the T&E committee could also be election-related, as it can be offered to election workers, but this would only use \$12,000 of the election security funds. Discussion will continue following the CBRNE meeting.

Fairground Security Planning – This was discussed earlier.

WesternMassReady website – This remains on the agenda as a placeholder.

State Disaster Relief Fund – Larry Holmberg read an update from the project manager. He will forward it to the subcommittee.

New Business

FFY24 Investment Plan – Raine reported that the NOFO has not been released yet, but the Councils are being directed to consider level funding, which would be about \$1,146,000. They anticipate the same national priorities, minimum requirements, and ongoing enduring needs. EOPSS goals have not changed. In the past, All Hazards has had up to 18% of the full Council budget, which would be just over \$200,000. However, based on recent challenges, it might be hard to manage that much. Discussion ensued. There was agreement to request \$100,000 for continuation of the fairgrounds project in FFY24, plus the 3% for election security. However, subcommittee members decided to release the FFY23 election security funds for use by other

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subcommittees. Larry asked why Ludlow’s request for barriers would go to CBRNE and not All Hazards Planning and Equipment. Raine replied that police department equipment requests typically go to CBRNE, but acknowledged that it would also make sense for it to come here.

Motion: Sandra Martin moved to release the \$34,400 from FFY23 that is earmarked for election security. Monica Wynne seconded the motion. Sandra Martin, Monica Wynne, Nick Licata, Matthew Bryan, Larry Holmberg, and Carolyn Ness voted in favor. The motion was approved.

Items unforeseen by the chair

None.

Next Meeting

The next All Hazards Planning and Equipment subcommittee meeting will be held on Tuesday, May 7, at 9:00 am, on Zoom.

Motion: Sandra Martin moved to adjourn the meeting. Carolyn Ness seconded the motion. Sandra Martin, Monica Wynne, Nick Licata, Matthew Bryan, Larry Holmberg, and Carolyn Ness voted in favor. The motion was approved.

The meeting adjourned at 10:03 am.

List of Documents Reviewed at the Meeting

- All Hazards Subcommittee April 2, 2024 Meeting Agenda
- All Hazards Subcommittee March 5, 2024 Meeting Minutes (draft)
- Berkshire Municipal Regional Cybersecurity Services Pilot – 3/21/24 Progress Report
- WRHSAC FFY21 All Hazards Budget Report through 3/29/2024
- WRHSAC FFY22 All Hazards Budget Report through 3/29/2024
- WRHSAC FFY23 All Hazards Budget Report through 3/29/2024
- CISA SAFE Franklin County Fairground report dated 2/16/24

Respectfully submitted by:

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

Western Region Homeland Security Advisory Council
All Hazards Planning and Equipment Subcommittee Meeting
Tuesday, May 7, 2024, 9:00 am

Subcommittee members present: Matthew Bryan (BRPC), Jeanne Galloway (West Springfield), Larry Holmberg (HREPC), Sandra Martin (BRPC), Carolyn Shores Ness (Deerfield BOS/BOH), Xander Sylvain (HMCC/FRCOG), Monica Wynne (Baystate)

Non-members present: Raine Brown (FRCOG), Rachel Mason (FRCOG), Brian Nichols (EOPSS/OGR)

Subcommittee members absent: Loren Davine (HPHPC/MRC), Tom Grady (BCSO), Nick Licata (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 9:05 am.

Approval of Minutes

The committee reviewed the minutes from the April 2, 2024 meeting.

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| <p>Motion: Sandra Martin moved to approve the April 2, 2024 meeting minutes as submitted. Carolyn Ness seconded the motion. Jeanne Galloway, Carolyn Ness, Sandra Martin, Monica Wynne, Larry Holmberg, Xander Sylvain, and Matthew Bryan voted in favor. The motion was approved.</p> |
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Introductions followed.

Public Health/Flu Update

Sandra Martin reported that avian influenza is circulating through cows, but testing has confirmed that pasteurized milk does not contain active virus.

FFY21 Projects

Cybersecurity Planning: BRPC Muni Regional IT/Cyber Pilot Project – Raine Brown and Sandra Martin reported. The monthly update is in today’s packet. The project runs through June.

FFY22 Projects

Equity in Emergency Management – Sandra Martin reported that they completed the first round of data collection updates for all of the towns. She would like to send the drafts of the reports to the public health emergency preparedness coalition in each county to see if they have any comments, with the approval of subcommittee. There were no objections.

Budget Review

Raine Brown reported. In FFY22, the subcommittee has \$115,050 that will go to the fairgrounds project. FFY22 will be extended through June, 2025. In FFY23, there is \$34,400 for election security. All Hazards had discussed releasing that to CBRNE if needed, but it was not used, so it is still on the table. FFY23 runs through July, 2025.

Western Region Homeland Security Advisory Council
All Hazards Planning and Equipment Subcommittee Meeting
Tuesday, May 7, 2024, 9:00 am

Old Business

Election Security – Several subcommittee members noted that town clerks are too busy to engage with us. There was some discussion on possible uses for the funds such as portable barriers. In response to a suggestion to solicit projects from individual communities, Raine reminded the subcommittee that the Council has had an approach of funding regional projects only. The C.A.T.C.H. trainings will be coming soon; those will be relevant to election security but will be paid for out of T&E funds. Larry will check with his towns to see if there is anything that they can do jointly that might be considered “regional.”

Fairground Security Planning – Larry reported that Mike was not able to be here today, and that John Warren has not yet issued his written assessment. It should be ready this month.

WesternMassReady website – This remains on the agenda as a placeholder. Sandra reported that in Berkshire County they have been exploring the concept of a website with a similar idea. She floated the idea of reactivating the existing website with each County having a page. Someone from each County would need to be responsible for doing the updates. Matthew Bryan added that it would have built in tools utilizing ArcGIS and could include emergencies, EDS sites, etc. Sandra offered that they could flesh out a proposal if there is interest. Larry expressed skepticism about how Hampshire County would handle it, as there is nobody in that sort of role. Matthew clarified that BRPC could manage the site, they would just need others to help with the updates.

State Disaster Relief Fund – Larry had no update to report.

New Business

None.

Items unforeseen by the chair

Raine reminded the subcommittee that the Dr. Langman conference is coming up on Monday. About 88 people have signed up so far. Raine had been hoping for at least 150. The nature of in-person gatherings has changed.

Next Meeting

The next All Hazards Planning and Equipment subcommittee meeting will be held on Tuesday, June 4, at 9:00 am, on Zoom.

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| <p>Motion: Carolyn Ness moved to adjourn. Jeanne Galloway seconded the motion. Jeanne Galloway, Carolyn Ness, Sandra Martin, Monica Wynne, Larry Holmberg, Xander Sylvain, and Matthew Bryan voted in favor. The motion was approved.</p> |
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The meeting adjourned at 9:25 am.

List of Documents Reviewed at the Meeting

- All Hazards Subcommittee May 7, 2024 Meeting Agenda

Western Region Homeland Security Advisory Council
All Hazards Planning and Equipment Subcommittee Meeting
Tuesday, May 7, 2024, 9:00 am

- All Hazards Subcommittee April 2, 2024 Meeting Minutes (draft)
- Berkshire Municipal Regional Cybersecurity Services Pilot – 4/30/24 Progress Report
- WRHSAC FFY21 All Hazards Budget Report through 5/3/2024
- WRHSAC FFY22 All Hazards Budget Report through 5/3/2024
- WRHSAC FFY23 All Hazards Budget Report through 5/3/2024

Respectfully submitted by:

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

Western Region Homeland Security Advisory Council
All Hazards Planning and Equipment Subcommittee Meeting
Tuesday, June 4, 2024, 9:00 am

Subcommittee members present: Matthew Bryan (BRPC), Loren Davine (HPHPC/MRC), Jeanne Galloway (West Springfield), Larry Holmberg (HREPC), Sandra Martin (BRPC), Carolyn Shores Ness (Deerfield BOS/BOH), Xander Sylvain (HMCC/FRCOG), Monica Wynne (Baystate)

Non-members present: Raine Brown (FRCOG), Rachel Mason (FRCOG)

Subcommittee members absent: Tom Grady (BCSO), Nick Licata (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 from the May 7, 2024 meeting. Sandra Martin requested that the public health update be amended to say that no *active* virus is detected in the milk.

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| <p>Motion: Sandra Martin moved to approve the May 7, 2024 meeting minutes as amended. Carolyn Ness seconded the motion. Sandra Martin, Jeanne Galloway, Carolyn Ness, Monica Wynne, Xander Sylvain, Matthew Bryan, and Loren Davine voted in favor. The motion was approved.</p> |
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Introductions followed.

Public Health/Flu Update

Sandra Martin reported that they are concentrating on heat emergencies. Carolyn Ness reported that the mosquito population is out of control. Jeanne Galloway reported that three people have been diagnosed with the avian flu, but none in or near Massachusetts. The CDC, FDA, etc. are working with the local agricultural departments to monitor the situation. Sandra advised alerting animal inspectors to the issue. DPH is watching closely. Monica Wynne reported that hospitals are status quo, with numbers for flu and Covid below what they had been.

FFY21 Projects

Cybersecurity Planning: BRPC Muni Regional IT/Cyber Pilot Project – Raine Brown reported that the monthly update is in today’s packet and the project should be wrapping up this month. Sandra noted that this group might stick together in some way because they have found it to be a supportive forum. Raine added that there is a statewide quarterly meeting they could also attend.

FFY22 Projects

Equity in Emergency Management – Sandra Martin reported. She sent drafts of reports to each coalition but has not heard back. HMCC has updated their links to the reports. The project will conclude in July with a PowerPoint and press release/FAQ. Sandra asked if she should present the PowerPoint to the full Council. The grant does not cover disseminating the reports to each

Western Region Homeland Security Advisory Council
All Hazards Planning and Equipment Subcommittee Meeting
Tuesday, June 4, 2024, 9:00 am

municipality, so she is hoping that the coalitions will take care of that. Raine explained that with regard to a presentation to Council, that would be up to this committee. Jeanne expressed that it would be nice to share the reports.

Budget Review

Raine Brown reported. In FFY22, which runs through June 2025, the subcommittee has about \$115,000 that will go to the fairgrounds project. In FFY23, there is \$34,400 for election security. FFY23 runs through July 2025.

Old Business

Election Security – Larry Holmberg reported that he reached out to his town clerks. They are interested, but were busy with town meetings and elections. He will reach out to them again this week. Sandra found the same thing in Berkshire County. Raine reported that they rolled the FFY24 election security funds into an equipment project that is already on the books.

Fairground Security Planning – Raine reported that John Warren supposedly sent his report to Cummington, but neither Raine nor Larry has heard from them. Larry will follow up with Mike Perkins again.

WesternMassReady website – This remains on the agenda as a placeholder.

State Disaster Relief Fund – Larry reported that this was included in the House budget but not in the Senate budget, so it will go to conference committee to resolve differences.

New Business

None.

Items unforeseen by the chair

None.

Next Meeting

The next All Hazards Planning and Equipment subcommittee meeting is currently scheduled for Tuesday, July 2, at 9:00 am, on Zoom. Traditionally, the subcommittee does not meet in August. However, there was agreement that if Cummington is not ready to meet in July to discuss the fairgrounds project, then the subcommittee will meet in August instead of July.

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| <p>Motion: Carolyn Ness moved to adjourn. Sandra Martin seconded the motion. Sandra Martin, Jeanne Galloway, Carolyn Ness, Monica Wynne, Xander Sylvain, Larry Holmberg, Loren Davine, and Matthew Bryan voted in favor. The motion was approved.</p> |
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The meeting adjourned at 9:28 am.

List of Documents Reviewed at the Meeting

- All Hazards Subcommittee June 4, 2024 Meeting Agenda

Western Region Homeland Security Advisory Council
All Hazards Planning and Equipment Subcommittee Meeting
Tuesday, June 4, 2024, 9:00 am

- All Hazards Subcommittee May 7, 2024 Meeting Minutes (draft)
- Berkshire Municipal Regional Cybersecurity Services Pilot – 5/31/24 Progress Report
- WRHSAC FFY21 All Hazards Budget Report through 5/30/2024
- WRHSAC FFY22 All Hazards Budget Report through 5/30/2024
- WRHSAC FFY23 All Hazards Budget Report through 5/30/2024

Respectfully submitted by:

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

Western Region Homeland Security Advisory Council
All Hazards Planning and Equipment Subcommittee Meeting
Tuesday, July 2, 2024, 9:00 am

Subcommittee members present: Matthew Bryan (BRPC), Larry Holmberg (HREPC), Nick Licata (HMCC/FRCOG), Sandra Martin (BRPC), Carolyn Shores Ness (Deerfield), Monica Wynne (Baystate)

Non-members present: Raine Brown (FRCOG), Juliette Haas (Egremont Town Clerk), Rachel Mason (FRCOG), Brian Nichols (EOPSS/OGR), Dan Nietsche (FRCOG), Kerry Sullivan (Lenox Town Clerk)

Subcommittee members absent: Loren Davine (HPHPC/MRC), Jeanne Galloway (West Springfield), Tom Grady (BCSO), 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 June 4, 2024 meeting.

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| <p>Motion: Sandra Martin moved to approve the June 4, 2024 meeting minutes as amended. Monica Wynne seconded the motion. Sandra Martin, Larry Holmberg, Nick Licata, Matthew Bryan, Monica Wynne, and Carolyn Ness voted in favor. The motion was approved.</p> |
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Introductions followed.

Public Health/Flu Update

Monica Wynne reported that there has been a spike in Covid on the employee side in the last few weeks, but it is now stabilizing. Sandra Martin added that Covid is surging on both coasts.

FFY21 Projects

Cybersecurity Planning: BRPC Muni Regional IT/Cyber Pilot Project – Raine Brown reported. The project wrapped up on June 30 and the final report is in today’s meeting packet. The project shifted somewhat from what we had hoped for and intended, but followed what was needed for the region. The group intends to keep going in some way to be a resource for each other. There is a little over \$7,000 remaining in the budget, which will come back to the subcommittee or for other uses. Sandra noted that the group evolved over time to include more of the IT people and fewer town administrators, but this made the conversations more productive.

FFY22 Projects

Equity in Emergency Management – Sandra Martin reported. The project is wrapping up. This was phase 2 of the project, consisting of creating 101 community-specific reports on factors that make certain groups and individuals more at risk in emergencies. Each report is two pages, with lots of links for where people can go for more info. In very small towns, the margin of error on the data may be very large, so these should be regarded more as trends and situations to consider

Western Region Homeland Security Advisory Council
All Hazards Planning and Equipment Subcommittee Meeting
Tuesday, July 2, 2024, 9:00 am

when planning for emergencies. Discussion followed on how to distribute the reports, as the funding did not include this. Sandra is hoping that the public health emergency preparedness coalitions can do the distribution. Larry will enlist MEMA's help by having the coordinators for each county do some distribution as well. Carolyn expressed support for this approach but also noted that once it's sent out, coalitions should discuss it so that it is not simply discarded, especially if numbers are off. Nick shared a link in the chat to a list of email addresses for every EMD in the state. Sandra will look into distributing them to health coalitions and REPCs, Larry to MEMA and CoAs. Raine will put it in the August WRHSAC newsletter and on the website.

Budget Review

Raine Brown reported. Over \$7,000 remains from the cybersecurity project. If the subcommittee is willing to release that to other subcommittees, some of the vehicles are coming in more expensive than the quotes. In FFY22, which runs through June 2025, the subcommittee has \$115,050 that will go to the fairgrounds project. In FFY23, there is \$34,400 for election security. FFY23 runs through July 2025.

Old Business

Election Security – Raine reported that at the request of Sandra and the Berkshire County Clerks Association, they asked EOPSS if money for security details is allowable; the answer was yes, if the detail is done on BF/OT or private security. Kerry Sullivan and Juliette Haas explained that elections have become quite expensive and complicated, and security details already currently consume a big chunk of their budgets. Some towns cannot afford a detail and rely exclusively on a Constable, but there is now a heightened awareness of what can happen at an election. Support with this would help clerks run their elections safely and smoothly. Police departments generally give the clerks a bill, but they might be able to do that differently. Raine asked Brian if we can pay this type of bill if it is not strictly BF/OT. Brian responded that they would like to see the bill itemized, listing how much time per officer and what their rates are. Kerry agreed that this is possible. Sandra asked if towns that do not have a PD can contract with another vendor or PD. Raine replied that they can, as long as it is not the State Police. Discussion ensued on how to ensure that distribution of the funds would be equitable. Most towns in the county have only one polling location, but larger towns or cities may have more. Kerry explained that election day is generally a 12 hour day, and that security detail rates in the Berkshires range from \$10/hr to \$75/hr, with an average of about \$40/hr. Juliette noted that some smaller locations might not request this.

There was agreement that because the request is from the Berkshire County Clerks Association, it is ok to prioritize Berkshire County for this, but that leftover funds could be made available to the other three counties on a first come first served basis. The extra \$7,000 could also be added to that pot. The Berkshire Clerks will hold a meeting on July 25, at which they will determine the specific need from each town. Raine asked them to make sure the clerks understand that requests for reimbursement take 60-90 days. [See below for motion].

Larry reported that he also received a request from the Chesterfield Town Clerk for a video surveillance system for \$5,000. Sandra pointed out that such a request is not regional in nature.

Western Region Homeland Security Advisory Council
All Hazards Planning and Equipment Subcommittee Meeting
Tuesday, July 2, 2024, 9:00 am

Fairground Security Planning – Larry reported that Mike Perkins sent him and Raine a link to the Cumington Fair security assessment report late last night. Raine shared the link in the chat. Subcommittee members looked through the report and discussed how to proceed. There was agreement that the best course of action will be to hire someone to write security plans for both sites and then turn it into template.

Motion: Carolyn Ness moved to approve \$115,050 from FFY22 to proceed with the project as discussed. Sandra Martin seconded the motion. Sandra Martin, Larry Holmberg, Monica Wynne, Carolyn Ness, Nick Licata, and Matthew Bryan voted in favor. The motion was approved.

The subcommittee then returned to the topic of the Election Security Project. Raine pointed out that it needs to go to the full Council this month because WRHSAC will not meet in August. Following additional discussion, there was agreement that the All Hazards committee should meet in August to review the written request from the Berkshire County Clerks and the PJ for the fairgrounds project.

Motion: Sandra Martin moved to approve up to \$34,400 for security details at election polling places within Berkshire County, with additional funds for other Western Mass counties as available, provisional upon written request to be reviewed at the August meeting. Carolyn Ness seconded the motion. Sandra Martin, Larry Holmberg, Monica Wynne, Carolyn Ness, Nick Licata, and Matthew Bryan voted in favor. The motion was approved.

WesternMassReady website – This remains on the agenda as a placeholder.

New Business

None.

Items unforeseen by the chair

None.

Next Meeting

The next All Hazards Planning and Equipment subcommittee meeting will be held on Tuesday, August 6, at 9:00 am, on Zoom.

Motion: Carolyn Ness moved to adjourn. Sandra Martin seconded the motion. Sandra Martin, Larry Holmberg, Monica Wynne, Carolyn Ness, Nick Licata, and Matthew Bryan voted in favor. The motion was approved.

The meeting adjourned at 10:11 am.

Western Region Homeland Security Advisory Council
All Hazards Planning and Equipment Subcommittee Meeting
Tuesday, July 2, 2024, 9:00 am

List of Documents Reviewed at the Meeting

- All Hazards Subcommittee July 2, 2024 Meeting Agenda
- All Hazards Subcommittee June 4, 2024 Meeting Minutes (draft)
- Berkshire Municipal Regional Cybersecurity Services Pilot – 6/27/24 Final Report
- WRHSAC FFY21 All Hazards Budget Report through 6/28/2024
- WRHSAC FFY22 All Hazards Budget Report through 6/28/2024
- WRHSAC FFY23 All Hazards Budget Report through 6/28/2024

Respectfully submitted by:

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

Western Region Homeland Security Advisory Council
All Hazards Planning and Equipment Subcommittee Meeting
Tuesday, August 6, 2024, 9:00 am

Subcommittee members present: Matthew Bryan (BRPC), Jeanne Galloway (West Springfield), Larry Holmberg (HREPC), Nick Licata (HMCC/FRCOG), Sandra Martin (BRPC), Carolyn Shores Ness (Deerfield)

Non-members present: Raine Brown (FRCOG), Rachel Mason (FRCOG)

Subcommittee members absent: Loren Davine (HPHPC/MRC), Tom Grady (BCSO), 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 9:02 am.

Approval of Minutes

The committee reviewed the minutes from the July 2, 2024 meeting.

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| <p>Motion: Sandra Martin moved to approve the July 2, 2024 meeting minutes as amended. Carolyn Ness seconded the motion. Sandra Martin, Larry Holmberg, Jeanne Galloway, Nick Licata, Carolyn Ness, and Matthew Bryan voted in favor. The motion was approved.</p> |
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Introductions followed.

Public Health/Flu Update

Sandra Martin reported that heat and humidity are big concerns right now and are also allowing the spread of respiratory illnesses. Jeanne Galloway reported that Covid is spreading. She tried to report her own case of Covid and found that the reporting system is not working anymore. Carolyn Ness reported that readings from the wastewater treatment plant are over a million, which means that it is circulating in the community.

FFY22 Projects

Equity in Emergency Management – Sandra reported that the reports have been posted and distributed. She is encouraging coalitions to use the reports. They go out of date quickly, but the trends and focus will be the same for a long time. Larry is working on distributing them through MEMA. Raine shared them at the EMD quarterly meeting. Sandra added that all of the reports are on the WRHSAC site, as well as a media release and a Powerpoint to explain the project. Raine also spoke with a Greenfield Recorder reporter who responded to the press release.

Fairground Security Planning – Raine reported that they moved forward with the proposal based on the discussion last month and conversations with Cummington and Franklin County fair reps. The project has been approved by the Council and EOPSS. The Scope of Work reviewed by the fairgrounds is in today's meeting materials. Subcommittee members discussed several questions that arose, including one that was brought up in the full Council meeting about keeping the plans protected after they are developed. Raine will add to the Scope of Work that

Western Region Homeland Security Advisory Council
All Hazards Planning and Equipment Subcommittee Meeting
Tuesday, August 6, 2024, 9:00 am

the template produced must have all site-specific details removed. This will be issued as an RFP, so we will need to develop questions and convene a committee to review the submissions. Raine will reach out to both fairs about having someone on the review committee.

FFY23 Projects

Election Security – Raine reported that the Berkshire County Clerks voted to accept the award. The Project Justification was approved by EOPSS. Raine wrote an award letter to Berkshire County yesterday, which they shared in the Zoom chat. The subcommittee had discussed approving one detail per precinct, but Raine changed the wording to “up to \$1,000 per town” so they can use it for as many details as they want. The award letter specifies that all reimbursement requests must be submitted by the end of December. The clerks will provide an estimate of how many towns want this, so we will know how much is left to offer to other counties.

Budget Review

Raine Brown reported. All Hazards will have up to \$115,500 for the fairground project. We still have a little over \$7,000 left from the cybersecurity project. If there is a big interest from towns for election security, we could roll that in to serve more towns. We can discuss that more in September when we have a better idea of how much money Berkshire County will use. Larry suggested that hold it in reserve until we know how much we need for a fairgrounds consultant.

Old Business

WesternMassReady website – This remains on the agenda as a placeholder.

New Business

None.

Items unforeseen by the chair

Sandra reported that Berkshire County got a small grant from New England Rural Health to distribute air conditioners and fans to people at risk. They struggled with how to do this, then finally asked the Boards of Health, who stepped up to the plate and will distribute them based on income level eligibility criteria. They settled on portable A/C units because window units are hard for many people to install and take out. Matthew Bryan added that their hope is that this will serve as a sort of pilot project and municipalities will see the use of this and start building it into their budgets. Carolyn noted that in Deerfield they do this with municipal money, but they loaned out the units. She would love to see more of this type of program, as it may be more effective than cooling shelters, which few people utilize. Larry asked Sandra and Matthew to share the info with the subcommittee.

Next Meeting

The next All Hazards Planning and Equipment subcommittee meeting will be held on Tuesday, September 3, at 9:00 am, on Zoom.

Western Region Homeland Security Advisory Council
All Hazards Planning and Equipment Subcommittee Meeting
Tuesday, August 6, 2024, 9:00 am

Motion: Carolyn Ness moved to adjourn. Jeanne Galloway seconded the motion. Sandra Martin, Larry Holmberg, Nick Licata, Matthew Bryan, Carolyn Ness, and Jeanne Galloway voted in favor. The motion was approved.

The meeting adjourned at 9:26 am.

List of Documents Reviewed at the Meeting

- All Hazards Subcommittee August 6, 2024 Meeting Agenda
- All Hazards Subcommittee July 2, 2024 Meeting Minutes (draft)
- Consultant Scope of Work for Fairground Security Plan (draft)
- WRHSAC FFY21 All Hazards Budget Report through 6/28/2024
- WRHSAC FFY22 All Hazards Budget Report through 6/28/2024
- WRHSAC FFY23 All Hazards Budget Report through 6/28/2024

Respectfully submitted by:

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

Western Region Homeland Security Advisory Council
All Hazards Planning and Equipment Subcommittee Meeting
Tuesday, September 3, 2024, 9:00 am

Subcommittee members present: Matthew Bryan (BRPC), Loren Davine (HPHPC/MRC), Jeanne Galloway (West Springfield), Larry Holmberg (HREPC), Nick Licata (HMCC/FRCOG), Sandra Martin (BRPC), Carolyn Shores Ness (Deerfield), Xander Sylvain (HMCC/FRCOG)

Non-members present: Raine Brown (FRCOG), Rachel Mason (FRCOG), Michael Nelson (Franklin County Fairgrounds), Brian Nichols (EOPSS), Michael Perkins (Cummington PD)

Subcommittee members absent: Tom Grady (BCSO)

**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 August 6, 2024 meeting.

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| <p>Motion: Sandra Martin moved to approve the August 6, 2024 meeting minutes as amended. Carolyn Ness seconded the motion. Sandra Martin, Larry Holmberg, Carolyn Ness, Jeanne Galloway, Nick Licata, and Matthew Bryan voted in favor. The motion was approved.</p> |
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Introductions followed.

Public Health/Flu Update

Sandra Martin reported that Covid is still here but starting to go down a little bit. Everyone is encouraged to get Covid and flu shots. Jeanne Galloway reported that flu shots should be arriving at public health agencies soon; they are already at pharmacies.

FFY22 Projects

Equity in Emergency Management – Sandra reported that the project got some good press from the press releases. She hopes people will take advantage of the tool. Larry noted that he spoke with the director and deputy director of MEMA about this last week. Dawn Brantley, the director, is highly interested in the topic of equity and was shocked to learn that EOPSS denied the second round of the project. She offered to write letters of support if we want to do more with this issue in the future.

Fairground Security Planning – Raine Brown reported that the RFP is out, with proposals due next Tuesday. We will have to review the proposals, using the evaluation matrix. Sandra Martin, Larry Holmberg, Carolyn Ness, Xander Sylvain, Mike Nelson, and Mike Perkins will be on the review committee. It might take MAPC some time to review the proposals before sending them to us. Raine will be away Sept. 12-23. Rachel Mason will take over during that time; if proposals are delayed, Rachel will get the proposals and evaluation matrix to the review committee. Price proposals are separate and will be opened after the project proposals are rated. There was agreement to wait until Raine returns to convene a meeting of the review committee, but

Western Region Homeland Security Advisory Council
All Hazards Planning and Equipment Subcommittee Meeting
Tuesday, September 3, 2024, 9:00 am

committee members should complete the matrix on their own first. If no proposals are submitted, Raine will leave MAPC with instructions to post it again.

Mike Nelson added that the Franklin County Fair is this weekend. On Friday, they are having a special event to celebrate the receipt of \$1.65 million in investment, \$1.1 million of which was through grant funded projects, including the fencing project WRHSAC provided a letter of support for. Council members are invited to attend. Mike will send the invitation through Raine.

FFY23 Projects

Election Security – The Berkshire County town clerks have not yet provided details about how many towns will be participating. Raine will follow up later this week or next week so they can make an announcement to rest of the region about what is still available.

Budget Review

Raine reported. All Hazards has \$115,050 for the fairground project, plus over \$7,000 left from the cybersecurity project, which could be allocated to the election security project if needed.

Old Business

WesternMassReady website – Raine reviewed the website recently and is in the process of renewing the contract with Erik Amlee at Yes Exactly for website maintenance. They will reach out to him with what we want to do with the two websites, probably in October.

New Business

None.

Items unforeseen by the chair

Sandra reported that she and Raine met with the training coordinator of MEMA. Training around equity and Functional Needs populations is on their radar. Sandra and Raine said we would be glad to be partners with them in that, but it is not clear what that might look like.

Carolyn asked if there is anything else that people can do regarding the new OSHA standards for firefighters. Larry responded that NVFC just published what their anticipated problems might be if the OSHA standards are accepted. Larry found it rather chilling. He will send that out.

Discussion of some of the negative implications followed, including the loss of a volunteer base for towns and a significant increase in homeowner insurance rates if small fire departments fold.

Next Meeting

The next All Hazards Planning and Equipment subcommittee meeting will be held on Tuesday, October 1, at 9:00 am, on Zoom.

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| <p>Motion: Carolyn Ness moved to adjourn. Sandra Martin seconded the motion. Sandra Martin, Larry Holmberg, Jeanne Galloway, Carolyn Ness, Nick Licata, and Matthew Bryan voted in favor. The motion was approved.</p> |
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Western Region Homeland Security Advisory Council
All Hazards Planning and Equipment Subcommittee Meeting
Tuesday, September 3, 2024, 9:00 am

The meeting adjourned at 9:25 am.

List of Documents Reviewed at the Meeting

- All Hazards Subcommittee September 3, 2024 Meeting Agenda
- All Hazards Subcommittee August 6, 2024 Meeting Minutes (draft)
- WRHSAC FFY22 All Hazards Budget Report through 8/29/2024
- WRHSAC FFY23 All Hazards Budget Report through 8/29/2024

Respectfully submitted by:

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

Western Region Homeland Security Advisory Council
All Hazards Planning and Equipment Subcommittee Meeting
Tuesday, October 1, 2024, 9:00 am

Subcommittee members present: Matthew Bryan (BRPC), Loren Davine (HPHPC/MRC), Jeanne Galloway (West Springfield), Larry Holmberg (HREPC), Sandra Martin (BRPC), Carolyn Shores Ness (Deerfield), Xander Sylvain (HMCC/FRCOG)

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

Subcommittee members absent: Tom Grady (BCSO), Nick Licata (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 9:02 am.

Approval of Minutes

The committee reviewed the minutes from the September 3, 2024 meeting.

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| <p>Motion: Carolyn Ness moved to approve the September 3, 2024 meeting minutes as submitted. Sandra Martin seconded the motion. Larry Holmberg, Sandra Martin, Carolyn Ness, Jeanne Galloway, Matthew Bryan, Loren Davine, and Xander Sylvain voted in favor. The motion was approved.</p> |
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Introductions followed.

Public Health/Flu Update

Sandra Martin reported that this is the time of year we've got it all: Covid, flu, mosquitos, even avian flu (though not in MA). Get your shots. Long Covid is real. Jeanne Galloway added that new vaccines are out. Mpox is also around.

FFY22 Projects

Fairground Security Planning – Raine Brown reported that we received three proposals. One the review committee rejected outright because they did not include a narrative; the other two looked good. When the price proposals were opened, one was extraordinarily out of range. The other was at \$45,000, which seemed low, and they had included in the budget other items we had not asked for. MAPC went back to them with questions, and it sounded like they did not really understand the project. It will go out to bid again with the maximum budget and a detailed price proposal template included. Subcommittee members also suggested making it clear in the RFP that while training is not included in this phase, we anticipate a second phase of the project with a training/drilling/exercise series.

FFY23 Projects

Election Security – Raine reported that Berkshire County will likely use \$22,000-\$24,000 of the \$34,000 we have available. Raine is working on the next newsletter; it will include a notice that we have at least \$10,000 more available, with a maximum of \$1,000 per town, on a first-come-

Western Region Homeland Security Advisory Council
All Hazards Planning and Equipment Subcommittee Meeting
Tuesday, October 1, 2024, 9:00 am

first-served basis. Discussion ensued about the unallocated \$7,000, with subcommittee members ultimately agreeing that it would be more useful to add it to the election security project than the fairgrounds project. Raine noted that there will likely be some money left over.

Motion: Sandra Martin moved to add the unallocated funds to the election security project. Loren Davine seconded the motion. Larry Holmberg, Sandra Martin, Carolyn Ness, Jeanne Galloway, Matthew Bryan, Loren Davine, and Xander Sylvain voted in favor. The motion was approved.

Budget Review

Raine reported. FFY24 funds will likely become available in December or January, but not much was put aside for this committee. We are doing well with current funds.

Old Business

WesternMassReady website – Raine reported that the contract with Yes Exactly is in place, and they sent an email to ask what it will cost to take WesternMassReady down and move the content to the WRHSAC page. There was discussion about whether to keep the domain name, with consensus to keep it up for a year with a re-direct, then let it go.

New Business

None.

Items unforeseen by the chair

None.

Next Meeting

The next All Hazards Planning and Equipment subcommittee meeting will be held on Tuesday, November 5, at 9:00 am, on Zoom.

Motion: Carolyn Ness moved to adjourn. Sandra Martin seconded the motion. Larry Holmberg, Sandra Martin, Carolyn Ness, Jeanne Galloway, Matthew Bryan, Loren Davine, and Xander Sylvain voted in favor. The motion was approved.

The meeting adjourned at 9:22 am.

List of Documents Reviewed at the Meeting

- All Hazards Subcommittee October 1, 2024 Meeting Agenda
- All Hazards Subcommittee September 3, 2024 Meeting Minutes (draft)
- WRHSAC FFY21 All Hazards Budget Report through 9/27/2024
- WRHSAC FFY22 All Hazards Budget Report through 9/27/2024
- WRHSAC FFY23 All Hazards Budget Report through 9/27/2024

Respectfully submitted by:

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Tuesday, October 1, 2024, 9:00 am

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

Western Region Homeland Security Advisory Council
All Hazards Planning and Equipment Subcommittee Meeting
Tuesday, November 5, 2024, 9:00 am

Subcommittee members present: Matthew Bryan (BRPC), Loren Davine (HPHPC/MRC), Jeanne Galloway (West Springfield), Larry Holmberg (HREPC), Nick Licata (HMCC/FRCOG), Sandra Martin (BRPC), Carolyn Shores Ness (Deerfield), Hugh O’Callaghan (Baystate), Xander Sylvain (HMCC/FRCOG)

Non-members present: Michael Archbald (MAPHCO), Raine Brown (FRCOG), Melissa Cramer (Baystate), Bruce Cullett (Peru PD), Rachel Mason (FRCOG), Brian Nichols (EOPSS), Dan Nietzsche (FRCOG)

Subcommittee members absent: Tom Grady (BCSO)

**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 October 1, 2024 meeting.

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| <p>Motion: Carolyn Ness moved to approve the October 1, 2024 meeting minutes as submitted. Jeanne Galloway seconded the motion. Jeanne Galloway, Larry Holmberg, Carolyn Ness, Xander Sylvain, Sandra Martin, Loren Davine, Matthew Bryan, and Hugh O’Callaghan voted in favor. The motion was approved.</p> |
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Introductions followed.

Public Health/Flu Update

Jeanne Galloway reported that flu is still in the high end of low incidence in New England. Covid and RSV are also circulating. Michael Archbald added that pertussis is also circulating. Sandra Martin reported that avian flu still has not been found in MA, but it has been found in pigs elsewhere. Matthew Bryan added that there were also a few human deaths recently. Sandra noted that despite protocols in place to monitor how animals are transferred, birds migrate this time of year and it’s in their poop.

FFY22 Projects

Fairground Security Planning – Raine Brown reported. The working group reviewed the proposals and chose Sentinel. Raine has populated the purchase order and asked MAPC if they can put a rush on that so we can hopefully have a kickoff meeting in November. Both fairgrounds were happy with the choice. Raine reached out to Sentinel’s references and heard back from two of them. Both were very positive.

FFY23 Projects

Election Security – Raine reported that there are about 25 towns in Berkshire County that are participating, plus another 11 towns from other counties. We have sufficient funds. Raine has

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been in communication with some town clerks about the reimbursement process. When we put it out to the region at large, we received several requests from police chiefs. If we do this again, it would be good to reach out to both town clerks and police chiefs. We are likely to see some funds left over once all the reimbursements are submitted and processed.

Budget Review

Raine reported that we are doing well. If we do not use the remaining \$7,000 from the cybersecurity project from FFY21 for the election security project, we will have to figure out what to do with that. FFY21 runs through June, 2025. In FFY22, we had put aside \$115,000 for the fairgrounds project, which came in at \$109,000. We will likely need an extension on that grant year because of equipment/truck delays. We can add up to 25% to the fairgrounds project. In FFY24, we have another \$100,000 set aside to continue fairground security project or another soft target hardening.

Old Business

WesternMassReady website – Raine reported that they have been in touch with Erik Amlee, who provided a quote for transferring content to the WRHSAC website. This will also improve the WRHSAC website at the same time because it will enable Eric to do a software update. He is on contract, and funding for that comes out of admin money.

New Business

None.

Items unforeseen by the chair

Sandra reported that BCBoH had their fall meeting, at which the speaker was Dawn Brantly from MEMA. She was very interested in the work we did around equity in emergency planning, and said that if we ever wanted to do more on that she would write a letter of support.

Next Meeting

The next All Hazards Planning and Equipment subcommittee meeting will be held on Tuesday, December 3, at 9:00 am, on Zoom.

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| <p>Motion: Carolyn Ness moved to adjourn. Sandra Martin seconded the motion. Jeanne Galloway, Larry Holmberg, Carolyn Ness, Xander Sylvain, Sandra Martin, Hugh O’Callaghan, Loren Davine, and Matthew Bryanvoted 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

- All Hazards Subcommittee November 5, 2024 Meeting Agenda
- All Hazards Subcommittee October 1, 2024 Meeting Minutes (draft)
- WRHSAC FFY21 All Hazards Budget Report through 9/27/2024
- WRHSAC FFY22 All Hazards Budget Report through 9/27/2024

Western Region Homeland Security Advisory Council
All Hazards Planning and Equipment Subcommittee Meeting
Tuesday, November 5, 2024, 9:00 am

- WRHSAC FFY23 All Hazards Budget Report through 9/27/2024

Respectfully submitted by:

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

Western Region Homeland Security Advisory Council
All Hazards Planning and Equipment Subcommittee Meeting
Tuesday, December 3, 2024, 9:00 am

Subcommittee members present: Matthew Bryan (BRPC), Jeanne Galloway (West Springfield), Larry Holmberg (HREPC), Nick Licata (HMCC/FRCOG), Sandra Martin (BRPC), Carolyn Shores Ness (Deerfield)

Non-members present: Raine Brown (FRCOG), Anthony D’Amico (Sentinel), Bob Dean (FRCOG), Rachel Mason (FRCOG), Michael Nelson (Franklin County Fairgrounds), Brian Nichols (EOPSS), Al Palumbo (Sentinel), Michael Perkins (Cummington PD)

Subcommittee members absent: Loren Davine (HPHPC/MRC), Tom Grady (BCSO), 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 November 5, 2024 meeting.

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| <p>Motion: Sandra Martin moved to approve the November 5, 2024 meeting minutes as submitted. Jeanne Galloway seconded the motion. Jeanne Galloway, Larry Holmberg, Sandra Martin, Nick Licata, Carolyn Ness, and Matthew Bryan voted in favor. The motion was approved.</p> |
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Introductions followed.

Fairground Security Project Kick Off Meeting

Tony D’Amico and Al Palumbo from Sentinel introduced themselves and gave an overview of their plans for the project. They have met virtually with Mike Nelson and Mike Perkins, and they will be conducting in-person site visits at both fairgrounds this Thursday and Friday, December 5-6. They hope to complete drafts of the security plans by the end of January and address the other components in Feb-March.

Public Health/Flu Update

Jeanne Galloway reported. Flu is increasing, but not at an alarming rate. Covid and RSV are still circulating. It is not too late to get vaccines.

FFY22 Projects

Fairground Security Planning – Discussed above.

FFY23 Projects

Election Security – Raine Brown reported that reimbursement requests are slowly trickling in. Towns have until the end of December to submit their requests. We are unlikely to use the whole \$34,400. This means we will need to do something else to spend that down, because it’s a

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required expenditure. T&E will be running a series of de-escalation trainings; we may be able to shift the remaining funds to that project and push out the trainings through the town clerks as part of election security. By the time those trainings happen, we will know what needs to be spent and Raine can check with EOPSS about whether that will qualify.

Budget Review

Raine reported. All Hazards has \$115,000 set aside for the fairgrounds project in FFY22, but the contract with Sentinel is for \$109,000, so we have some funds left there. In FFY23, we have the election security project discussed above. There will be an additional \$100,000 in FFY24 for the next phase of the fairground security project or for other soft target projects. The FFY21 budget will be discussed under “New Business.”

Old Business

WesternMassReady website – Raine reported that Eric of Yes Exactly is working on this. The money is coming out of admin funds.

New Business

FFY21 Cybersecurity spenddown project – Raine explained that we were supposed to spend 7.5% of the FFY21 budget on cybersecurity. We did our best, but there is still \$47,101 remaining to spend. Raine reached out to Berkshire County to see if any of the towns that participated in the pilot project had appropriate projects ready. Pittsfield wants to replace network ports with secured network ports so people cannot just plug their computers in and get access. They have purchased the equipment, but it came in higher than anticipated so they did not have money for installation. They are requesting about \$20,000 to complete the project. With the remaining funds, the proposal is to purchase security keys for Gateway and Hampshire regional schools. Students’ use of phones is restricted at school, so they cannot use their phones for multifactor authentication. The keys look like little sticks they can use for this purpose. Kristen Smidy will help distribute them if we buy as many as we can with the amount of money that is left. Raine recommends running procurement for Pittsfield first so we get a solid number, then we can get as many security keys as possible for remaining dollar amount. The keys are about \$50, so if we go over by one or two keys, we can find that money. Larry added that he sent a message to the entire HREPC network to see if anyone had other cybersecurity projects for consideration, but he did not get anything back. Jeanne noted that although she supports the idea, she is concerned that keys will get lost. There needs to be an understanding that they will not be replaced by us.

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| <p>Motion: Carolyn Ness moved to approve \$47,101 to support the full cybersecurity project as described. Sandra Martin seconded the motion. Larry Holmberg, Sandra Martin, Carolyn Ness, Nick Licata, Jeanne Galloway, and Matthew Bryan voted in favor. The motion was approved.</p> |
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Items unforeseen by the chair

None.

Next Meeting

Western Region Homeland Security Advisory Council
All Hazards Planning and Equipment Subcommittee Meeting
Tuesday, December 3, 2024, 9:00 am

The next All Hazards Planning and Equipment subcommittee meeting will be held on Tuesday, January 7, at 9:00 am, on Zoom.

Motion: Sandra Martin moved to adjourn. Jeanne Galloway seconded the motion. Larry Holmberg, Sandra Martin, Nick Licata, Jeanne Galloway, and Matthew Bryan voted in favor. The motion was approved.

The meeting adjourned at 9:37 am.

List of Documents Reviewed at the Meeting

- All Hazards Subcommittee December 3, 2024 Meeting Agenda
- All Hazards Subcommittee November 5, 2024 Meeting Minutes (draft)
- WRHSAC FFY21 All Hazards Budget Report through 11/27/2024
- WRHSAC FFY22 All Hazards Budget Report through 11/27/2024
- WRHSAC FFY23 All Hazards Budget Report through 11/27/2024
- Project Justification for FFY21 Cybersecurity System Access Equipment (draft)

Respectfully submitted by:

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