



NORTHEAST HOMELAND SECURITY REGIONAL ADVISORY COUNCIL

Training and Exercise Committee Meeting

Minutes

January 13, 2022

12:00pm

[Zoom Link](#)

Meeting ID: 947 5866 0306

Passcode: 949681

Dial In: 646 876 9923

Call to Order

- Chief J. Gilliland called the meeting to order at 12:01pm.

Approval of Minutes from the December 9, 2021 Meeting

MOTION put forth by Chief J. Fisher.

- Approve the December 9, 2021 meeting minutes.
- Seconded by Chief N. Hovey.
 - In favor: J. Brickett, Chief J. Fisher, M. Foster, B. Klag, Chief N. Hovey.
 - Opposed: None.
 - Abstain: None.
- The motion passed.

Budget Update

- Committee members were provided with copies of the FFY19, FFY20, and FFY21 budgets in the meeting packet.
- The contracts are in place for FFY21 funding, so that is now available.

Project Updates

- Northwest Regional Active Shooter Training
 - This project was in the FFY19 Plan and is an active shooter training for law enforcement, fire, tele-communicators, and emergency medical services (EMS) personnel in the NERAC Region.
 - \$13,700.00 of FFY19 funding has been allocated for this training.
 - This training has been continuously postponed due to COVID, but MAPC contacted the ALERRT Northeast Region Manager, and they have training availability this Spring 2022.
- Regional Stop-the-Bleed Training
 - This project consists of regional Stop-the-Bleed trainings for the communities of Merrimac, West Newbury, and Groveland. The communities have certified Stop-the-Bleed instructors on staff who will present a series of two-hour trainings for all first responders and municipal employees working in the 3 communities.
 - NERAC allocated \$25,071.70 in FFY19 towards this project.

- All materials for the trainings have been procured.
- \$20,291.00 is remaining in FFY19 to support backfill and overtime reimbursement to the certified instructors for 36 trainings.
- The delivery of these trainings has been continually postponed due to COVID.
- Merrimac PD believes a significant number of trainings can be accomplished before FFY19 grant end date of June 30, 2022, but expect that some funding will not be used by that time.
- MAPC is working to determine how much funding they expect to spend down.
- Burlington Mall Full-Scale Exercise
 - The exercise was planned for January 23, 2022, but the planning team decided to postpone the event due the recent surge in COVID cases.
 - The next planning meeting is scheduled for January 21, 2022, and the new planned date for the Full Scale Exercise is April 3, 2022.
- Domestic Water Supply TTX
 - MAPC conducted a Request for Quotes and the low quote was from Ascentra.
 - There is currently \$20,000 allocated in FFY19 for the tabletop exercise. The lowest quote came in over budget by \$6,450.00.
 - Food is not currently covered in the ERR, and there is new food policy guidance from EOPSS:
 - On a case-by-case basis, food and beverages (for lunch only) may be approved for certain interactive trainings, conferences and/or exercises, but specific criteria must be met for food and beverages to be provided. Factors will include, but not be limited to length of event, location of event, number of participants, types of activities, proper procurement, and other considerations. Overall costs for events must be appropriate, reasonable, and necessary.

MOTION put forth by M. Foster.

- Lunch will not be funded. Fund the additional \$6,450 needed for the Domestic Water Supply TTX by reallocating all remaining funds from FY20 A.06 Salem Haunted Happenings and the balance from FY20 A.04 ICS-300/400.
- Seconded by Chief J. Fisher.
 - In favor: J. Brickett, Chief J. Fisher, M. Foster, B. Klag, Chief B. Moriarty, Chief N. Hovey.
 - Opposed: None.
 - Abstain: None.
- The motion passed.
- CLSW Rescue Task Force Training
 - MAPC attended the January 4 2022 planning meeting.
 - The practical training days are confirmed for April 26th and 27th and May 4th and 5th at the old Bosse Sports complex.
 - The TRR was approved by EOPSS and the EHP is in progress.
 - The next planning meeting will take place on, February 1st 2022.
- Advanced Disaster Life Support Course
 - At the last meeting the Committee voted to allocate \$26,950 towards the ADLS course for 30 students.
 - MAPC learned that BDLS is a pre-requisite, and there are currently only 32 people in the region who are BDLS certified, from the course in August.

- The vendor is not able to waive the pre-requisite, but there may be an option to put the unused seats from the August BDLS (28 seats that were not filled) towards a virtual BDLS offering, to get more people certified so that there is a larger pool eligible for ADLS.
 - A virtual BDLS course would not require travel, but we would still need to pay for instructor time.
 - MAPC is awaiting pricing information from the vendor, which will be brought to the Committee.
 - Chief J. Gilliland suggested that the course could be opened up to other regions if it cannot be filled from NERAC attendees.
- Active Shooter Training Kit MOU and Borrowing Policy
 - EOPSS approved the concept of changing the Active Shooter Training Kit borrowing policy to allow force-on-force certified instructors in the region to utilize the equipment.
 - MAPC presented the following questions about the MOU, which is being drafted:
 - Which items from the kit will require force on force certification in order to be borrowed?
 - There is also the potential issue of items that could break while in the custody of a borrowing party. Does the committee want the borrower to be responsible for replacement of the item or the committee?

MOTION put forth by M. Foster.

- NERAC policy will require force-on-force certification for use of any of the cases, and borrowers will be responsible for replacement if items are damaged.
 - Seconded by Chief N. Hovey.
 - In favor: Chief J. Fisher, M. Foster, B. Klag, Chief N. Hovey.
 - Opposed: J. Brickett.
 - Abstain: Chief B. Moriarty.
 - The motion passed.
- MAPC presented Merrimac PD's request for funding to maintain the kits and for consumables. Based on the potential demand, they estimate the kit would be deployed at a minimum once a month. The estimated cost associated with deploying, receiving, and resetting the kit would be based on 4 hours of labor.
- MAPC estimates that the cost to pilot this for 6 months would be approximately \$2,000.00.
- The committee discussed that costs for this project have exceeded original plans, and that other custodians of NERAC equipment do not charge for maintenance time.
- A. Reilly noted that the original intent of the kit was only for ALERRT instructors, and additional funding for personnel costs is due to the expansion of the kit availability to any force-on-force instructors.

MOTION put forth by J. Brickett.

- Allocate up to \$1,000 for consumables.
 - Seconded by Chief B. Moriarty.
 - In favor: J. Brickett, Chief J. Fisher, M. Foster, Chief T. Judge, B. Klag, Chief B. Moriarty, Chief N. Hovey.
 - Opposed: None.

- Abstain: None.
- The motion passed.

Technical Rescue Teams

- Fire District-14 Technical Rescue Team
 - Lt. T. Rinoldo presented the following:
 - ERR March Highline Drill

MOTION put forth by Chief T. Judge.

- Approve the FD-14 March Highline Drill ERR in the amount of \$3,150 and adjourn the meeting.
- Seconded by Chief B. Moriarty.
 - In favor: J. Brickett, Chief J. Fisher, M. Foster, Chief T. Judge, B. Klag, Chief B. Moriarty, Chief N. Hovey.
 - Opposed: None.
 - Abstain: None.
- The motion passed.

New Business Unforeseen by the Chair

- None

**** Next Meeting: February 10, 2022****

ATTENDEES – COMMITTEE MEMBERS

Chief Jason Gilliland, Chair: Marblehead Fire Department*
 Jon Brickett: Executive Director, Northeast EMS*
 Chief J. Fisher: Carlisle Police Department*
 Mark Foster: Director, Beverly Emergency Management*
 Chief Thomas Judge: Concord Fire Department*
 Bill Klag: Emergency Preparedness Director, North Shore Medical Center*
 Chief Brian Moriarty: Lawrence Fire Department *
 Chief Neal Hovey: Topsfield Police Department*

ABSENT – COMMITTEE MEMBERS

Chief John LeLacheur: Beverly Police Department*
 John Sanchez: Burlington Public Works*

ATTENDEES – OTHER

Rosemary Volinski: MAPC
 Lauren Sacks: MAPC
 Amy Reilly: MAPC
 Thomas Rinoldo: Framingham Fire Department

The following documents were used/referenced during the meeting:

- December 9, 2021 Meeting Minutes
- January 2022 Budget Updates
- FD-14 ERR March Highline Drill