



NORTHEAST HOMELAND SECURITY REGIONAL ADVISORY COUNCIL

Training and Exercise Committee Meeting

Minutes

March 10, 2022

12:00pm

Burlington Town Hall

29 Center Street, Burlington, MA 01803

Remote Participation Option:

[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 12:11pm.

Approval of Minutes from the February 10, 2022 Meeting

MOTION put forth by B. Moriarty.

- Approve the February 10, 2022 meeting minutes.
- Seconded by Chief T. Judge.
 - In favor: J. Brickett, M. Foster, Chief T. Judge, B. Klag, Chief B. Moriarty.
 - Opposed: None.
 - Abstain: None.
- The motion passed.

Budget Updates

- Committee members were provided with copies of the FFY19, FFY20, and FFY21 budgets in the meeting packet.
 - FFY19
 - Grant End Date: June 30, 2022
 - Unallocated: \$5,202.43 in Tech Rescue. This can be spent down by covering some of the BF/OT for upcoming drills that are currently listed in FFY20.
 - FFY20
 - Grant End Date: July 31, 2022
 - MAPC will be requesting an extension from EOPSS.
 - FFY21
 - Grant End Date: July 31, 2023
 - T&E Line Items are:
 - \$90,000 for Tech Rescue
 - \$20,000 for School Safety Seminar

Project Updates

- Northwest Regional Active Shooter Training
 - The original funding request that was submitted and approved by NERAC was for instructor and material costs.
 - ALERRT informed MAPC that there would be no costs associated with this training for the towns of Ashby, Dunstable, Groton, Pepperell, and Townsend.
 - There is no need for the \$13,700.00 allocated in FFY19, and the POC has been connected with the ALERRT manager to schedule the trainings.

MOTION put forth by B. Moriarty.

- Decrease the NW Active Shooter Training funding to \$0 and then fully fund the Domestic Water Supply TTX out of FFY19.
- Seconded by Chief T. Judge.
 - In favor: J. Brickett, M. Foster, Chief T. Judge, B. Klag, Chief B. Moriarty.
 - Opposed: None.
 - Abstain: None.
- The motion passed.

- Regional Stop-the-Bleed Training
 - The first instructor meeting/training was held in February and the first class is scheduled for March 7, 2022. Their goal is to complete 6 classes per month (2 per Town) through March, April and May 2022.
 - Instructors' overtime rates have increased since the project was originally approved in March 2019. The most recent estimate from January (\$8,147.20) does not take the rate increases into account, but the project is still expected to stay in budget as there is a large buffer in place (\$17,641.10 remaining).
 - The Committee questioned why the BF/OT cap of \$35/hour was not in place for this project. MAPC will look into the approval history and report back at the next meeting.
 - Burlington Mall Full-Scale Exercise
 - The Final Planning Meeting was held on March 7, 2022..
 - An update was received from Burlington FD that there will be several Rescue Task Force teams with Fire personnel participating.
 - The planning team is finalizing which NERAC equipment will be used for the event, which includes the Active Shooter Training Kit and other cache site equipment like portable message boards.
- Domestic Water Supply TTX
 - The kickoff meeting occurred on February 14, 2022.
 - During the meeting the expected outcomes, format, and scenarios were reviewed. The team confirmed that it would be two single-day exercises: one will focus on a dam failure, and the other will focus on a water contamination scenario.
 - May 25 and May 26, 2022 are the tentative exercise dates.
 - The midterm planning meeting will likely be scheduled on April 27, 2022.
- CLSW Rescue Task Force Training
 - All approvals have been received, including the EHP.

- The introductory 101 program took place in February and training materials have been finalized and sent to the participating departments to prepare for the practical training days.
 - Since NERAC didn't need to contract with a consultant for this training, MAPC's legal department determined that a brief MOU was needed to formally release MAPC, NERAC, and EOPSS from liabilities.
 - The full-day practical days are scheduled for April 26, April 27, May 4, and May 5, 2022 at the Old Bosse Sports Complex in Sudbury.
- Topsfield School Evacuation Full Scale Exercise
 - This project was on hold due to COVID, but planning has resumed.
 - It is a Full-Scale Exercise simulating an emergency school evacuation of a regional elementary school in the Tri-Town Union School District. It will test the adjustments made to their evacuation plans after the Tabletop Exercise in 2016.
 - The exercise is scheduled for May 20, 2022.
- Basic Disaster Life Support Course
 - The PO has been issued for the virtual BDLS course for the 28 remaining seats on April 5 and April 6, 2022 from 8am-12pm each day.
 - BLDS is typically a full 1-day course, but virtual offerings are split into 2 half-days.
 - The goal is to have more people BDLS certified in order to fill the upcoming ADLS class, since it is a pre-requisite.
 - MAPC will send out a flyer and registration link shortly, and asks the Committee to help advertise.
- Advanced Disaster Life Support Course
 - The PO has been issued and the ADLS course will be in person for 30 students on June 28 and June 29, 2022 (full days).
 - MAPC is securing a location that meets the course requirements, and welcomes suggestions.
 - M. Foster offered MA-TF1 in Beverly as a location for the course.
- Active Shooter Training Kit
 - MOU and Borrowing Policy Review
 - Committee members were provided with the draft MOU and Borrowing Policy in the meeting packet.
 - The Committee discussed that all MA Law Enforcement agencies should be allowed to borrow the equipment, but preference should be given to NERAC communities.
 - Borrowers will be held responsible for broken equipment. Merrimac PD would notify MAPC in such event, and MAPC will coordinate with the borrower to arrange repairs.

MOTION put forth by B. Moriarty.

- Approve the procedures laid out in the MOU and Borrowing Policies and Procedures document and allow MAPC to consult with legal and law enforcement partners to further edit and finalize the language.
- Seconded by Chief T. Judge.
 - In favor: J. Brickett, M. Foster, Chief T. Judge, B. Klag, Chief B. Moriarty.
 - Opposed: None.
 - Abstain: None.

- The motion passed.
- ATIRC and LASER Course Offerings
 - NERAC has confirmed dates for June 14-16, 2022 (ATIRC) and July 26-28, 2022 (LASER).
 - Two locations have been identified in Marblehead, the Coffin School and the Eveleth/Glover School, for MEMA to choose the venue that best fits their requirements.
 - The ATIRC and LASER Class Information forms have been submitted to MEMA's Training Unit Supervisor. They will now coordinate with Chief J. Gilliland for a site visit before they submit the paperwork to LSU.

FFY22 Plan Development Process and TEP Update

- MAPC is still awaiting guidance from EOPSS on state and federal funding priorities for the FFY22 fiscal year.
- Project request forms will be sent out to committees and stakeholders. Committees will start developing a list of related projects based on these guidelines for the Full Council to review.
- MEMA announced that the Training and Exercise Plan (TEP) is now the Integrated Preparedness Plan (IPP), which is more inclusive to other kinds of activities. Further guidance will be provided.

Technical Rescue Teams

- Fire District 14 Technical Rescue Team – Lt. T. Rinoldo was in attendance to present the following:
 - ERR May Confined Space Rescue Refresher Drill

MOTION put forth by B. Moriarty.

- Approve the FD-14 May Confined Space ERR in the amount of \$6,510.
- Seconded by Chief T. Judge.
 - In favor: J. Brickett, M. Foster, Chief T. Judge, B. Klag, Chief B. Moriarty.
 - Opposed: None.
 - Abstain: None.
- The motion passed.
- ERR June Structural Collapse Drill

MOTION put forth by B. Moriarty.

- Approve the FD-14 June Structural Collapse ERR in the amount of \$3,185.
- Seconded by Chief T. Judge.
 - In favor: J. Brickett, M. Foster, Chief T. Judge, B. Klag, Chief B. Moriarty.
 - Opposed: None.
 - Abstain: None.
- The motion passed.

- Northeast Massachusetts Technical Rescue Team– I. McGregor was in attendance to present the following:
 - AAR January Rope Skills Drill
 - AAR February Confined Space Drill

MOTION put forth by B. Moriarty.

- Approve the NEMTRT January Rope Skills and February Confined Space AAR.
- Seconded by Chief T. Judge.
 - In favor: J. Brickett, M. Foster, Chief T. Judge, B. Klag, Chief B. Moriarty.
 - Opposed: None.
 - Abstain: None.
- The motion passed.

New Business Unforeseen by the Chair

- None

MOTION put forth by B. Moriarty.

- Adjourn the meeting.
- Seconded by Chief T. Judge.
 - In favor: J. Brickett, M. Foster, Chief T. Judge, B. Klag, Chief B. Moriarty.
 - Opposed: None.
 - Abstain: None.
- The motion passed.

**** Next Meeting: April 14, 2022****

ATTENDEES – COMMITTEE MEMBERS

Chief Jason Gilliland, Chair: Marblehead Fire Department*
 Jon Brickett: Executive Director, Northeast EMS*
 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 *

ABSENT – COMMITTEE MEMBERS

Chief J. Fisher: Carlisle Police Department*
 Chief John LeLacheur: Beverly Police Department*
 John Sanchez: Burlington Public Works*
 Chief Neal Hovey: Topsfield Police Department*

ATTENDEES – OTHER

Rosemary Volinski: MAPC
 Lauren Sacks: MAPC
 Amy Reilly: MAPC
 Vicky Mboka-Boyer: EOPSS
 Heather Tecce: MEMA

Lauren Sardella: MEMA

Jim McLaughlin: MEMA

Lt. Thomas Rinoldo: Framingham Fire Department

Iain McGregor: Northeast Massachusetts Technical Rescue Team

The following documents were used/referenced during the meeting:

- February 10, 2022 Meeting Minutes
- March 2022 Budget Updates
- Active Shooter Training Kit MOU and Borrowing Policy Drafts
- FD-14 ERR May Confined Space Rescue Refresher Drill
- FD-14 ERR June Structural Collapse Drill
- NEMTRT AAR January Rope Skills Drill
- NEMTRT AAR February Confined Space Drill