



NORTHEAST HOMELAND SECURITY REGIONAL ADVISORY COUNCIL

Training and Exercise Committee Meeting

Minutes

April 14, 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 12:08pm

Approval of Minutes from the March 10, 2022 Meeting

MOTION put forth by B. Moriarty.

- Approve the March 10, 2022 meeting minutes.
- Seconded by J. Brickett.
 - In favor: J. Brickett, Chief J. Fisher, Chief T. Judge, B. Klag, Chief B. Moriarty.
 - Opposed: None.
 - Abstain: Chief N. Hovey.
- 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.
 - \$7,250.00 in T&E – ADLS is already split between FY19 and FY20 and will be completed by June 30, so we can pay a larger portion out of FY19.

MOTION put forth by B. Moriarty.

- Transfer \$7,250 from FY19 T&E unallocated to O.12 Advanced Disaster Life Support.
- Seconded by J. Brickett.
 - In favor: J. Brickett, Chief J. Fisher, Chief T. Judge, B. Klag, Chief B. Moriarty, Chief N. Hovey.
 - Opposed: None.
 - Abstain: None.

- The motion passed.
 - Topsfield School Evacuation FSE, Domestic Water Supply TTX, Advanced Disaster Life Support will all occur prior to June 30 for spend down.
- FFY20
 - Grant End Date: July 31, 2022
 - MAPC will be requesting an extension from EOPSS until June 2023.
- FFY21
 - Grant End Date: July 31, 2023

Project Updates

- *Regional Stop-the-Bleed Training*
 - Instructor BF/OT was not capped at \$35/hour for this project. This was approved as part of the FFY19 plan at the full rate because it was more cost effective to pay instructors in the region to deliver trainings than to hire a consultant.
 - Any future projects requesting reimbursement over the \$35hr for BF/OT will be highlighted for Committee discussion.
 - So far, Merrimac PD has completed six classes and trained over 50 people. The feedback has been great from both first responders and civilians. There are requests for more training so they are confident that they will meet their amended training goals for June 1st.
- The Committee revisited the Technical Rescue Instructor Funding Request from the March meeting.
 - The \$35/hour cap is a NERAC policy, not an EOPSS rule. Other regions pay more than \$35/hr, and NERAC can decide their own policy.
 - The Committee wants to ensure instructors are available for high quality training, as long as it does not have an impact on funding available for other projects.

MOTION put forth by Chief J. Fisher.

- Request NERAC Full Council support to remove the \$35/hour cap on BF/OT for instructors only, as long as costs stay within the allocated funding for the project.
- Seconded by Chief T. Judge.
 - In favor: J. Brickett, Chief J. Fisher, Chief T. Judge, B. Klag, Chief B. Moriarty, Chief N. Hovey.
 - Opposed: None.
 - Abstain: None.
- The motion passed.
- *Burlington Mall Full-Scale Exercise*
 - The exercise took place on Sunday, April 3rd with great turnout of approximately 100 players from 20 agencies, and approximately 30 observers from 20 agencies.
 - Thank you to Ben Podsiadlo and Sonya Schey from EOPSS for supporting and attending the exercise.
 - Some highlights from the hotwash:
 - The scenario was realistic and challenging, and appropriately tested responders' capabilities.
 - There were 10 active assailants, and in a real event there would be 2-3 times more responders, but players were still able to stop/apprehend all but one of the assailants which was a notable accomplishment.
 - RTFs established secured evacuation corridors, providing safe avenues for responders to move patients and staff within the venue.

- Participants' feedback indicated the exercise was constructive and worthwhile, and better prepared them to deal with the capabilities and hazards addressed.
 - A final version of the AAR-IP is expected to be presented at the May 12th meeting.
- *Domestic Water Supply TTX*
 - The initial planning meeting occurred on March 30th.
 - The planning team discussed scenarios for the two-day exercises, which will include a dam failure and a crash event that will result in a water contamination scenario.
 - The exercise dates will be May 25th and May 26th. The midterm planning meeting is scheduled for April 27th.
- *CLSW Rescue Task Force Training*
 - The practical trainings are scheduled for April 26th and 27th and May 4th and 5th at the old Bosse Sports Complex in Sudbury.
 - Press and dignitaries will be invited to observe the May 4th training day.
 - The media plan and press releases will be sent to EOPSS for approval.
 - The MOU needed to formally release MAPC, NERAC, and EOPSS from all liabilities is still circulating for signatures.
 - Instructor BF/OT was not capped at \$35/hour for this project. This was approved as part of the FFY19 plan at the full rate because it was more cost effective to pay instructors in the region to deliver trainings than to hire a consultant.
 - Any future projects requesting reimbursement over the \$35hr for BF/OT will be highlighted for Committee discussion.
- *Topsfield School Evacuation Full-Scale Exercise*
 - The midterm planning meeting occurred on March 23rd.
 - This exercise will test the adjustments made to the Tri-Town Union School District's evacuation plans after the 2016 Tabletop Exercise. School district personnel will be evacuating students from the Steward Elementary School and reunifying them with parents/guardians at the nearby Proctor Elementary School.
 - They will be working with CrisisGo and North Shore Regional 911 Center to coordinate emergency notifications.
 - The Final Planning Meeting is scheduled for May 4, and the exercise will be held on May 20.
- *Basic Disaster Life Support Course*
 - The virtual offering of BDLS occurred over two half-days on April 5-6.
 - The goal was to have more people certified in BDLS since it is a pre-requisite for ADLS.
 - There was a lot of interest in the virtual course, and registration filled up in less than 48hrs of opening, with a very long waitlist.
 - MAPC will look into whether there is funding available for another course.
- *Advanced Disaster Life Support Course*
 - ADLS is a two-day course for 30 students, scheduled for June 28-29.
 - MAPC is looking for a more central location, but the Beverly Cache Site is reserved if needed.
 - Registration information will be sent to the BDLS certified candidates once the location is finalized.
- *Active Shooter Training Kit MOU and Borrowing Policy*
 - MAPC finalized the MOU and the Borrowing Policy after last month's meeting with Chief Fisher and Chief Shears. The MOU has been fully executed and the borrowing policy is in place.
 - MAPC will now work to procure the consumable items.
 - The Active Shooter Training Kit equipment was borrowed by Burlington PD for the Burlington Mall Full Scale Exercise last week.
 - MAPC will advertise the kit to Police Departments in the region.
- *ATIRC and LASER Course Offerings*

- Course dates are set for June 14-16th, 2022 (ATIRC) and July 26-28, 2022 (LASER) from 8am-5pm at the Coffin School in Marblehead.
- For ATIRC the minimum participant number is 30. The maximum number of participants is 42. The discipline breakdown is: 25 Law Enforcement, 15 Fire/EMS, 2 dispatchers.
- For LASER the minimum participant number is 20. The maximum number of participants is 30.
- How would the Committee like MAPC to handle managing registrations?
 - Allocate starting with one person per department so that as many communities as possible can participate.
 - To support multi-discipline coordination, priority will be given to communities with applicants from both law enforcement and fire/EMS services so that they can train together.
 - Additional applicants will be placed on the waitlist in case there is room for more than one attendee per department.
- Each offering will need 10-15 volunteers that are 18+. MAPC can contact MRCs for volunteers.

Technical Rescue Teams

- Fire District-14 Technical Rescue Team – Lt. T. Rinoldo was in attendance to present the following:
 - March 2022 Highline Drill AAR

MOTION put forth by Chief B. Moriarty.

- Approve the FD-14 March 2022 Highline Drill AAR.
- Seconded by J. Brickett.
 - 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.

Interoperable Communications at NERAC Trainings and Exercises

- There have been recent discussions regarding ensuring that interoperable communications are a larger component of trainings and exercises across all regions.
- C. Ryan explained that equipment needs to be used during trainings and exercises to determine what works, what needs to be upgraded, justify replacements, discover coverage gaps, etc.
- Communications is a common area that is noted for improvement after incidents, so capabilities need to be exercised frequently.
- The Committee suggested developing a checklist of items for Training and Exercise Planning Teams to follow.
- MAPC is reviewing this with the SWIC and EOPSS and will report back with further guidance.

FFY22 Plan Development Process and IPP Update

- FEMA has replaced the Training and Exercise Planning Workshop (TEPW) and the Training and Exercise Plan (TEP) model with the Integrated Preparedness Planning Workshop (IPPW) and the Integrated Preparedness Plan (IPP) model. This was done in order to integrate risk assessments, planning efforts, grant priorities, and other preparedness activities to drive exercise activities.
- EOPSS-OGR is collaborating with MEMA to revise and update their T&E Guidance so more information on this new process will be forthcoming.
- EOPSS is awaiting the NOFO before sending out official guidance, but they have shared

- preliminary information.
- Regions can expect near-level funding.
 - The six national priority areas are:
 - Enhancing the protection of soft targets/crowded places (3% minimum spend)
 - Enhancing information and intelligence sharing and cooperation with federal agencies, including DHS (3% minimum spend)
 - Combating domestic violent extremism (3% minimum spend)
 - NEW: Enhancing community preparedness and resilience (3% minimum spend)
 - Enhancing cybersecurity (no minimum)
 - NEW: Enhancing election security (no minimum spend)
 - The FY22 Project Request Form has been sent to all committees and stakeholders.
 - There will likely be a tight turnaround for the deadlines from EOPSS, so Committee members should come to the May meeting ready to discuss ideas and put a project list together.

New Business Unforeseen by the Chair

- None.

**** Next Meeting: May 12, 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
Chris Ryan: North Shore Regional 911 Center
Dave Spinosa: Essex County Sheriff's Department
Lt. Thomas Rinoldo: Framingham Fire Department
Lenny Imbracsio: FBI

The following documents were used/referenced during the meeting:

- March 10, 2022 Meeting Minutes
- April 2022 Budget Updates
- FD-14 March 2022 Highline Drill AAR