



NORTHEAST HOMELAND SECURITY REGIONAL ADVISORY COUNCIL

Training and Exercise Committee Meeting

Minutes

December 14, 2023

12:00pm

*MPTC Lynnfield Police Academy
425 Walnut St, Lynnfield, MA 01940*

- **Call to Order**
 - Chair Chief J. Gilliland called the meeting to order at 12:07pm.
- **Approval of Minutes from the November 09, 2023, Meeting**

MOTION put forth by Chief B. Moriarty.

 - Approve the November 9, 2023 Meeting Minutes.
 - Seconded by Chief N. Hovey.
 - In Favor: All.
 - Opposed: None.
 - Abstain: None.
 - The motion passed.
- **Budget Updates**
 - Committee members were provided with copies of the FFY20 – FFY22 budgets in the meeting packet.
 - FFY20 – New Grant End Date: June 30th, 2024
 - FFY21 – Grant End Date: June 30th, 2024
 - FFY22 – Grant End Date: July 31st, 2024
 - FFY23 – The budget document is being created to be included in future meeting packets. MAPC/NERAC will be focusing on completing earlier grant year projects first, but the funding is available if there are urgent FFY23 projects that need to be done sooner.
- **Project Updates**
 - *AAIR Trainings*
 - The PJ amendment was approved by EOPSS, and MAPC is working on the EHP for the first course location.
 - The first course will be on January 8th and 9th at Regis College. To use the facility without rental costs, we will need to reserve some spots for their campus police personnel.
 - When contracts and policies are confirmed with the location, MAPC will send out the pre-registration application to the 6 original project communities, the Regis College campus police personnel, and then to the whole region to ensure all spots are filled.



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- MAPC is looking for location suggestions for the second course offering on March 11th and 12th, since the Regis College space is not available.
 - The requirements for AAIR training locations are: Training sites require multiple rooms off a common hallway, plus one larger room (cafeteria, theater large classroom, etc.) with enough desks and chairs for 50 people, and some access to the area approaching the building. Working bathrooms are required, and no significant hazards for the students. The training space cannot be occupied during the classes.
- Committee members provided potential location suggestions of the old Beverly Police Department and Middlesex Community College.
- MAPC anticipates location insurance costs and instructor prep meetings needed for the two locations.
- *Active Shooter Training Kit Safety Items*
 - The remaining posters were purchased, and the invoice will be processed.
 - This project is complete and came in \$804.49 under budget.

MOTION put forth by Chief J. Fisher.

- Allocate \$500 from FFY20 A.13 Active Shooter Safety Items to Insurance costs (total \$808.45).
- Allocate the remaining \$304.49 from FFY20 A.13 to FFY20 A.12 Regional AAIR Series Instructor meeting (total now \$1,269.89).
- Request that the Full Council allows Chief J. Gilliland the ability to transfer funds up to an additional \$500 from the overall NERAC budget if needed for AAIR insurance costs.
- Seconded by Chief N. Hovey.
 - In Favor: All.
 - Opposed: None.
 - Abstain: None.
- The motion passed.

- *School Safety Seminar*
 - MAPC will be connecting with Dr. S. Morrison to have an initial planning check in for the second seminar.
 - MAPC will look into planning the next seminar further out, with more Committee meetings occurring before plans need to be finalized for the event, so that there is enough time to bring theme suggestions/speakers/location ideas back to the Committee for review.
- *Topsfield Fair Functional Exercise*
 - The TRR and EHP were approved.
 - MAPC will connect with Chief Hovey about scheduling an initial check in and kick off planning meeting.

- **Technical Rescue Teams**
 - *Fire District 14 Technical Rescue Team*
 - AAR 11.2023 Wide Area Search Drill
 - ERR 3.2024 Equipment Inventory & Maintenance Drill

MOTION put forth by Chief T. Judge.



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- Approve the FD-14 AAR and ERR as submitted.
- Seconded by Chief N. Hovey.
 - In Favor: All.
 - Opposed: None.
 - Abstain: None.
- The motion passed.

- *Northeast Massachusetts Technical Rescue Team*
 - ERR 3.2024 Swift Water Drill
 - ERR 4.2024 Trench Rescue Drill

MOTION put forth by Chief B. Moriarty.

- Approve the NEMTRT ERRs as submitted.
- Seconded by Chief T. Judge.
 - In Favor: All.
 - Opposed: None.
 - Abstain: None.
- The motion passed.

- **New Business Unforeseen by the Chair**
 - None.

MOTION put forth by Chief N. Hovey.

- Adjourn the meeting.
- Seconded by Chief J. Fisher.
 - In Favor: All.
 - Opposed: None.
 - Abstain: None.
- The motion passed.

****Next Meeting: January 11, 2024****

ATTENDEES – COMMITTEE MEMBERS

Chief John Fisher: Bedford Police Department*
Chief Jason Gilliland, Chair: Marblehead Fire Department*
Chief Neal Hovey: Topsfield Police Department*
Chief Thomas Judge: Concord Fire Department*
Chief Brian Moriarty: Lawrence Fire Department *

ABSENT – COMMITTEE MEMBERS

Bill Klag: Emergency North Shore Medical Center*
Chief John LeLacheur: Beverly Police Department*

ATTENDEES – OTHER

Michael Collins: Beverly Department of Public Services
Sarah Malloy: EOPSS/OGR
Lt. Tom Rinoldo: FD-14 Tech Rescue
Lauren Sacks: MAPC

Commented [LS1]: Is he a T&E member now or am I making that up?



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Chief Don Stats: NEMTRT
Rosemary Volinski: MAPC

The following documents were used/referenced during the meeting:

- December 2023 Meeting Agenda
- November 2023 Meeting Minutes
- FFY20-22 Budget Updates
- FD-14 AAR 11.2023 Wide Area Search Drill
- FD-14 ERR 3.2024 Equipment Inventory & Maintenance Drill
- NEMTRT ERR 3.2024 Swift Water Drill
- NEMTRT ERR 4.2024 Trench Rescue Drill