



# NORTHEAST HOMELAND SECURITY REGIONAL ADVISORY COUNCIL

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## Training and Exercise Committee Meeting

### Minutes

*April 13, 2023*

*12:00pm*

*MPTC Lynnfield Police Academy  
425 Walnut St, Lynnfield, MA 01940 - Room 207*

- **Call to Order**
  - Chair Chief J. Gilliland called the meeting to order at 12:07pm.
  
- **Approval of Minutes from the March 9, 2023, Meeting**

MOTION put forth by Chief J. LeLacheur .

  - Approve the March 9, 2023 Meeting Minutes.
  - Seconded by M. Foster.
    - In Favor: All.
    - Opposed: None.
    - Abstain: None.
  - The motion passed.
  
- **Budget Updates**
  - Committee members were provided with copies of the FFY20 – FFY22 budget in the meeting packet.
    - FFY20 - Grant End Date: June 30, 2023
    - FFY21 - Grant End Date: July 31, 2023
    - FFY22 - Grant End Date: July 31st, 2024
  
- **Project Updates**
  - *Regional Stop-the-Bleed Training*
    - The deadline to submit remaining instructor reimbursements has passed and there is \$3,404.54 remaining in FFY20 that can be unallocated for other project usage.

MOTION put forth by M. Foster .

- Un-allocate \$3,404.54 from FFY20 A.08 Regional Stop the Bleed.
  - Seconded by Chief B. Moriarty.
    - In Favor: All.
    - Opposed: None.
    - Abstain: None.
  - The motion passed.
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- *HMS-ALG AAIR Trainings*
    - The first AAIR course was held on the evenings of March 27-28 at MPTC Lynnfield. 37 students attended from 7 Fire Departments and 5 Police Departments. The course was not entirely filled by the original 6 communities because the evening scheduling was a conflict for some fire departments, so the additional spaces were offered to the region.



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- The next two trainings are scheduled for April 26-27 and May 3-4 from 8am-5pm. Registration for the courses is almost full, but if any spots don't fill up with the original 6 communities, we will reach out to all NERAC Chiefs to offer them spots for their departments.
- The two locations being considered for the next trainings are an office building in Littleton, and the Lawrence Academy in Groton (instructors' preference).
- MAPC may be required to add the location as an additionally insured to MAPC's insurance. The fee could range from \$500 to \$2,000, which could be taken out of MAPC Program Management funds if the Full Council supports this.
- The Committee discussed purchasing additional safety equipment for the training kit such as sandwich board signs/posters to indicate that a training is in progress, and safety vests for observers so that participants are aware that they are out of play.

## MOTION put forth by Chief B. Moriarty.

- Allocate \$900 from FFY20 T&E Unallocated for the purchase of signage and safety vests for use at NERAC T&Es and events.
- Seconded by M. Foster.
  - In Favor: All.
  - Opposed: None.
  - Abstain: None.
- The motion passed.
- *School Safety Seminar*
  - Middlesex Community College will not be able to support event capacity needs for 150-200 people.
  - NERAC's Public Schools representatives agreed that postponing the seminar to the fall would work well for school staff attendance and to give more time to advertise to all relevant disciplines.
  - MAPC will continue to work on confirming a new date, venue, and guest speakers.
- **Active Shooter Training Kit Holster Funding Request**
  - Sgt. R. Holcroft, who is the custodian of NERAC's Active Shooter Training Kit in Merrimac and the AAIR instructor conducting the training series, submitted a funding request for for 25 holsters to be used with the training kit simunition pistols, and a storage case.
  - Departments have changed their duty equipment, and training attendees often no longer have the type of holster that fits the training pistols. Carrying these in their pocket or waistband presents a safety hazard.

## MOTION put forth by Chief B. Moriarty.

- Allocate \$2,120 from FFY20 T&E Unallocated to fund holsters and a storage case for NERAC's Active Shooter Training Kit.
- Seconded by Chief J. Fisher.
  - In Favor: All.
  - Opposed: None.
  - Abstain: None.
- The motion passed.



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- **Technical Rescue Teams**

- *Fire District-14 Technical Rescue Team*
  - AAR March 2023 Heavy Rigging/Lifting Drill
  - ERR June 2023 Structural Collapse Drill

MOTION put forth by Chief B. Moriarty.

- Approve the FD-14 March 2023 Heavy Rigging/Lifting Drill AAR and the June 2023 Structural Collapse Drill ERR as presented.
- Seconded by Chief J. LeLacheur.
  - In Favor: All.
  - Opposed: None.
  - Abstain: None.
- The motion passed.
  
- *Northeast Massachusetts Technical Rescue Team*
  - AAR January 2023 Rope Skills Drill
  - AAR February 2023 Structural Shoring Drill
  - ERR June 2023 Confined Space Drill

MOTION put forth by Chief B. Moriarty.

- Approve the NEMTRT January 2023 Rope Skills Drill ARR, February 2023 Structural Shorting Drill AAR, and June 2023 Confined Space Drill ERR as presented.
- Seconded by M. Foster.
  - In Favor: All.
  - Opposed: None.
  - Abstain: None.
- The motion passed

- **FFY23 Planning**

- The FFY23 Preliminary Project List and Budget was submitted to EOPSS on April 7<sup>th</sup>, 2023 for their review and comments.
- MAPC/NERAC received feedback from EOPSS/FEMA to review the allocation of funding for the technical rescue team drills versus the amount allocated for ASHER/Active Shooter Trainings and Exercises, which is a priority area.
- The Committee reviewed the Tech Resuce and ASHER projects and discusse the following:
  - Reducing the total Tech Rescue allocation from \$128,000.00 to \$64,000.00 (\$32,000.00 per team) would fund a minimum of 4 drills per team (with the \$8,000 cap per drill in place), but historically based on actual average expenditures it would more likely allow for approximately 6 drills per team, per year.
  - The ASHER Tabletop Exercise project requested \$2,000.00 for lunch and \$1,000 for incidental expenses. Based on EOPSS food policy guidance and NERAC precedents, these are typically not funded.
  - The RTF Training and Equipment project requested \$72,280.00 for RTF training and equipment (helmet and vests), but the Committee previously only allocated \$30,000.00 for equipment and not the training.



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- The Active Shooter Training & Equipment project requested \$47,280 for active shooter training and equipment. The Council partially funded this project, but the allocation does not align with any specific portions of the request, so it is not clear what was approved or denied. The request also includes \$8,400 for role players, which NERAC doesn't typically fund.

MOTION put forth by Chief J. LeLacheur.

- Make the following adjustments to the FFY23 T&E preliminary funding, and adjourn the meeting.
  - Allocate a total of \$64,000.00 for Tech Rescue Drills.
  - Allocate \$38,000.00 for the ASHER Tabletop Exercise.
  - Allocate \$42,280.00 for the RTF Training & Equipment.
  - Allocate \$38,880.00 for the Active Shooter Training & Equipment.
  - Allocate \$45,840.00 to General Active Shooter Training.
- Seconded by Chief B. Moriarty.
  - In Favor: All.
  - Opposed: None.
  - Abstain: None.
- The motion passed

**\*\*Next Meeting: May 11, 2023\*\***

## ATTENDEES – COMMITTEE MEMBERS

Chief John Fisher: Carlisle Police Department\*  
Mark Foster: Beverly Emergency Management\*  
Chief Jason Gilliland, Chair: Marblehead Fire Department\*  
Bill Klag: Emergency North Shore Medical Center\*  
Chief John LeLacheur: Beverly Police Department\*  
Chief Brian Moriarty: Lawrence Fire Department \*

## ABSENT – COMMITTEE MEMBERS

Jon Brickett: Northeast EMS\*  
Chief Neal Hovey: Topsfield Police Department\*  
Chief Thomas Judge: Concord Fire Department\*

## ATTENDEES – OTHER

Deputy Chief Anita Arnum: Acton Fire Department  
Michael Collins: Beverly Department of Public Services  
Shawn Green: FD-14 Tech Rescue  
Connor Grenier: NEMTRT  
Iain McGregor: NEMTRT  
James McLoughlin: MEMA  
Vicky Mboka-Boyer: EOPSS/OGR  
Lt. Tom Rinoldo: FD-14 Tech Rescue  
Lauren Sacks: MAPC  
Rosemary Volinski: MAPC

**The following documents were used/referenced during the meeting:**

- April 2023 Meeting Agenda



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- March 2023 Meeting Minutes
- FFY20, FFY21, FFY22 Budget Updates
- Active Shooter Training Kit Holster Funding Request
- AAR March 2023 Heavy Rigging/Lifting Drill
- ERR June 2023 Structural Collapse Drill
- AAR January 2023 Rope Skills Drill
- AAR February 2023 Structural Shoring Drill
- ERR June 2023 Confined Space Drill
- FFY2023 Preliminary Budget
- FFY2023 T&E Project Request Summaries