



NORTHEAST HOMELAND SECURITY REGIONAL ADVISORY COUNCIL

Training and Exercise Committee Meeting

Minutes

May 11, 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 12:05 PM.

- **Approval of Minutes from the April 13, 2023, Meeting**

MOTION put forth by Chief B. Moriarty.

 - Approve the April 13, 2023 Meeting Minutes.
 - Seconded by Chief T. Judge.
 - 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 - Grant End Date: June 30, 2023
 - MAPC will be requesting an extension to December 2023.

MOTION put forth by Chief B. Moriarty.

 - Reallocate \$3,900 from A.04 ICS-300/400 and \$20,407.83 from T&E Unallocated towards ASHER Exercise funding.
 - Seconded by J. Brickett.
 - In Favor: All.
 - Opposed: None.
 - Abstain: None.
 - The motion passed.
 - FFY21 - Grant End Date: July 31, 2023
 - MAPC will be requesting an extension until June 2024.
 - FFY22 - Grant End Date: July 31st, 2024

- **Project Updates**
 - *HMS-ALG AAIR Trainings*
 - The first 3 courses of this training series for Hudson, Maynard, Stow, Acton, Littleton, and Groton have all been completed.
 - Approximately 126 students from Law Enforcement, Fire Services/EMS, and dispatch have completed the course.



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- Students provided the following feedback:
 - The instructors were knowledgeable, passionate, and presented the course well.
 - Students gained skills relating to command, but even more focus on unified command would be helpful.
 - A 3rd day of the course would allow for more practice and more scenarios.
 - Students felt it should be mandatory for first responders.
- The funding was intended to cover as many courses as possible for these communities. MAPC will process BF/OT reimbursement requests as they come in to confirm the remaining amount for an additional course(s).
- Seats that weren't filled by the original 6 communities were offered to the rest of the region, and the same would be done with any courses going forward.
- *Active Shooter Training Kit Safety Items*
 - The 5 left-hand holsters and 8 of the 20 right-hand holsters were delivered. The additional 12 right-hand are backordered until late May.
 - The Pelican case was purchased but not delivered yet.
 - 10 hi-vis safety vests were purchased and delivered.
 - 4 A-frame signboards were purchased and delivered.
 - 4 "Training in Progress, Do Not Enter" posters were printed and installed in the signboards. There is funding for 4 more posters when Merrimac PD determines what other messages would be helpful since the signboards are double sided and the posters can be interchanged.
 - The kit will be used at the end of the month by Arlington PD and again in June for two more AAIR classes hosted by Amesbury PD.
- *School Safety Seminar*
 - MAPC and the NERAC Public School representatives are continuing to work toward confirming a new Fall 2023 date, venue, and guest speakers.
- **Technical Rescue Teams**
 - *Exercise Communication Components Discussion*
 - The NEMTRT And FD-14 technical rescue team leads and MAPC met with the SWIC to discuss EOPSS' expectations regarding communication components included in monthly drills.
 - EOPSS/SWIC guidance is that every exercise must have communications components which should be discussed in the AAR. If the exercise does not need a robust communication component, like a non-scenario-based drill, teams should still discuss how they would use communications components if a similar incident were to occur, and include that in the AAR.
 - *Equipment Procurement Discussion*
 - The technical rescue teams have been including small equipment purchases in their ERRs, which has been a challenge for procurement requirements and timelines.
 - MAPC provided suggestions for consideration including having ERRs with equipment requests submitted in batches or submitting ERRs further in advance.

MOTION put forth by Chief N. Hovey.



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- MAPC will provide guidance to the Technical Rescue teams regarding adjusting the ERR submission schedule in a way that works for all parties, and the difference between supplies (which may be requested through ERRs at T&E) and equipment (which would require a Full Council project request).
- Seconded by J. Brickett.
 - In Favor: All.
 - Opposed: None.
 - Abstain: None.
- The motion passed.

- **FFY23 Planning**
 - MAPC received further feedback from EOPSS that projects listed to fill the 3% requirements for Election Security and Community Preparedness didn't meet FEMA requirements. EOPSS advised reviewing the ASHER related projects to:
 - Address election security by having some training/exercise scenarios involve response to an incident at a voting site.
 - Address community preparedness by inviting Community Emergency Response teams (CERTs) to some training/exercises, and including Stop-the-Bleed components for community members as well.
 - There was not time to have the Council approve new projects before the deadline, so MAPC obtained Chief Gilliland's approval to follow EOPSS's guidance and made slight adjustments to current project descriptions to meet the EOPSS/FEMA criteria and 3% spends:
 - ASHER Tabletop Exercise (Acton, Boxborough, Groton, Littleton) – one of the scenarios simulated will need to include an attack at a voting site.
 - "Northern NERAC" Active Shooter Training (Salisbury, Merrimac, Amesbury, Newburyport, Georgetown, Rowley, Newbury, MSP, NEMLEC, etc.) – will invite local CERT teams/MRCs, and have a scenario addressing election security.
 - RTF Training (Weston, Wayland, Lincoln) – will invite local CERT teams/MRCs.
 - General Active Shooter Funding – added Stop-the-Bleed and the involvement of CERT teams/MRCs overall.

- **New Business Unforeseen by the Chair**

MOTION put forth by J. Brickett.

- The Committee will not hold regular monthly meetings in July 2023 or August 2023.
- Seconded by B. Moriarty.
 - In Favor: All.
 - Opposed: None.
 - Abstain: None.
- The motion passed.

MOTION put forth by Chief T. Judge.

- Adjourn the meeting.
- Seconded by B. Moriarty.
 - In Favor: All.



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- Opposed: None.
- Abstain: None.
- The motion passed.

****Next Meeting: June 8, 2023****

ATTENDEES – COMMITTEE MEMBERS

Jon Brickett: Northeast EMS*
Chief John Fisher: Bedford Police Department*
Mark Foster: Beverly Emergency Management*
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

Lauren Sacks: MAPC
Rosemary Volinski: MAPC

The following documents were used/referenced during the meeting:

- May 2023 Meeting Agenda
- April 2023 Meeting Minutes
- FFY20, FFY21, FFY22 Budget Updates