



# NORTHEAST HOMELAND SECURITY REGIONAL ADVISORY COUNCIL

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## Training and Exercise Committee Meeting

### Minutes

*June 8, 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 12:03 PM.
- **Approval of Minutes from the May 11, 2023, Meeting**
  - Correction: Chief John Fisher is now chief of the Bedford Police Department, not Carlisle.

MOTION put forth by Chief B. Moriarty.

- Approve the May 11, 2023 Meeting Minutes with the noted correction.
- 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 budget in the meeting packet. MAPC requested extensions for FFY20 and FFY21 and the contracts with EOPSS are being signed.)
    - FFY20 – New Grant End Date is expected to be December 31<sup>st</sup>, 2023.
    - FFY21 – New Grant End Date is expected to be June 30<sup>th</sup>, 2024.
    - FFY22 – Grant End Date: July 31<sup>st</sup>, 2024.
  - The Committee isn't planning to meet until September, but MAPC will continue working on projects and budget transfers may be needed to keep projects moving.

MOTION put forth by Chief B. Moriarty.

- Allow Chair Chief J. Gilliland authority to approve small budget motions that may be needed to keep projects in progress during the committee's summer break.
- Seconded by Chief N. Hovey.
  - In Favor: All.
  - Opposed: None.
  - Abstain: None.
- The motion passed.

- **FFY20 ASHER Funding**
  - There is currently \$24,307.83 allocated for an ASHER Exercise in the FFY20 budget (deadline of December 31<sup>st</sup> 2023). This number may increase if another project comes in under budget.



# NORTHEAST HOMELAND SECURITY REGIONAL ADVISORY COUNCIL

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- The Committee previously discussed moving up the FFY22 Hamilton-Wenham School District Active Shooter Functional Exercise if it could be done by December 31<sup>st</sup> to spend down FFY20. This project is already approved by the Committee and in the EOPSS approved FFY22 Plan.
- This would spend down FFY20 but free up funds in FFY22. To spend those down the Committee can consider:
  - Review of B-List Projects
    - The FFY20 Plan B-List has a MetroWest REPC Tabletop Exercise. The project request was originally submitted over 3 years ago during FFY20 planning, and is included in the meeting packet.
    - This request was for \$12,500 to conduct a tabletop exercise for the MetroWest REPC simulating a terrorism incident impacting the liquified natural gas facility in Hopkinton. The funding for this project would be split between the hiring of a consultant to develop and execute the exercise and backfill and overtime reimbursements for exercise participants.
  - Topsfield Exercise Request
    - Chief N. Hovey has submitted a project request for a Mass Casualty Incident Hostel Event exercise. The request is building off a TTX conducted in 2019 to create a functional exercise with \$21,000 for BF/OT for 75 participants capped at \$35/hr.
- The Committee discussed these options and the possibility of soliciting other project requests from the region. The Topsfield Fair is a very large regional event with attendees from municipalities all over the region. It was noted that if the Topsfield Fair Exercise were to be approved, planning would need to start as soon as possible in order to conduct the exercise prior to this year's fair (this could not wait until the Committee meets next in September).

## MOTION put forth by Chief B. Moriarty.

- Approve the project request to allocate \$21,000 for the Topsfield Fair Functional Exercise.
  - Seconded by Chief T. Judge.
    - In Favor: All.
    - Opposed: None.
    - Abstain: Chief N. Hovey.
  - The motion passed.
- **Project Updates**
    - *HMS-ALG AAIR Trainings*
      - Most BF/OT reimbursement requests are in.
      - Estimate: approximately \$60,000 spent in BF/OT for instructors and participants for the March, April, and May courses (approx. \$20,000/course).
      - Initial funding: \$130,580  
Remaining estimate: approximately \$73,580 across FFY20, FFY21, and FFY22.
      - The funding was intended to provide as many AAIR offerings as possible. Previously any seats that weren't filled with the original 6 communities were offered to the region, but the project did not include BF/OT for others.



# NORTHEAST HOMELAND SECURITY REGIONAL ADVISORY COUNCIL

---

- For the next course offerings, the Committee could considering allowing BF/OT reimbursement for all participants, still giving priority registration to the 6 original requesting communities.

MOTION put forth by Chief J. Fisher.

- Allow all NERAC communities with members who attend regional AAIR series training through this project to receive BF/OT reimbursement.
  - Seconded by Chief B. Moriarty.
    - In Favor: All.
    - Opposed: None.
    - Abstain: None.
  - The motion passed.
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- *Active Shooter Training Kit Safety Items*
    - All 5 left-handed holsters, 8 right-hand holsters, 4 signboards, 4 posters, and 10 safety vests have all been delivered.
    - The pelican case has now been delivered too.
    - 12 of the right-hand holsters have not yet been delivered, which are expected by early July.
    - There is funding remaining for additional posters, so Merrimac PD is going to let us know if there is other information beyond “training/do not enter” that would be helpful.
  - *School Safety Seminar*
    - MAPC has been in contact with NERAC’s Public Schools representatives and plan to confirm a new Fall 2023 date, venue, and guest speakers in the coming month.
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- **Technical Rescue Teams**
    - *Request Submission Schedule*
      - MAPC met with the FD-14 and NEMTRT team leads to discuss the ERR schedule and supply vs. equipment requests.
      - As the Committee requested, MAPC clarified the difference between supplies (consumables which can be requested in ERRs, within the \$8,000 drill cap) and equipment (long-term items that would require a project request for the Full Council) and the teams will no longer request equipment in their ERRs. Supplies requests will be limited.
      - ERRs will now be submitted 3 months in advance of the planned drill and teams will coordinate as much as possible so that ERRs with similar supplies requests can be submitted at the same time for MAPC to combine the procurement.
    - *Fire District 14 Technical Rescue Team*
      - AAR May 2023 Confined Space Drill
      - ERR September 2023 Rope Drill
      - ERR October 2023 Trench Drill
      - ERR November 2023 Search Drill



# NORTHEAST HOMELAND SECURITY REGIONAL ADVISORY COUNCIL

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MOTION put forth by Chief N. Hovey.

- Approve the FD-14 Technical Rescue May 2023 AAR and September, October, and November 2023 ERRs.
- Seconded by Chief B. Moriarty.
  - In Favor: All.
  - Opposed: None.
  - Abstain: None.
- The motion passed.
  
- *Northeast Massachusetts Technical Rescue Team*
  - AAR March 2023 Trench Rescue Drill
  - AAR April 2023 Rope Rescue Drill
  - ERR August 2023 Water Rescue Drill
  - ERR September 2023 SCT Drill
  - ERR October 2023 Rope Drill
  - ERR November 2023 Trench Rescue Drill

MOTION put forth by Chief N. Hovey.

- Approve the NEMTRT March and April 2023 AARs, and the August, September, October, and November 2023 ERRs.
- Seconded by Chief B. Moriarty.
  - In Favor: All.
  - Opposed: None.
  - Abstain: None.
- The motion passed.

- **New Business Unforeseen by the Chair**

- None.

MOTION put forth by Chief B. Moriarty.

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

**\*\*Next Meeting: September 14, 2023\*\***

ATTENDEES – COMMITTEE MEMBERS

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



# NORTHEAST HOMELAND SECURITY REGIONAL ADVISORY COUNCIL

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Jon Brickett: Northeast EMS\*  
Bill Klag: Emergency North Shore Medical Center\*  
Chief John LeLacheur: Beverly Police Department\*

## ATTENDEES – OTHER

Michael Collins: Beverly Department of Public Services  
Shawn Green: FD-14 Tech Rescue  
Iain McGregor: NEMTRT  
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:**

- June 2023 Meeting Agenda
- May 2023 Meeting Minutes
- FFY20, FFY21, FFY22 Budget Updates
- FFY20 T&E B-List Project MetroWest REPC Tabletop Exercise
- Topsfield Fair Mass Casualty Incident Hostile Event Project Request
- FD-14 AAR May 2023 Confined Space Drill
- FD-14 ERR September 2023 Rope Drill
- FD-14 ERR October 2023 Trench Drill
- FD-14 ERR November 2023 Search Drill
- NEMTRT AAR March 2023 Trench Rescue Drill
- NEMTRT AAR April 2023 Rope Rescue Drill
- NEMTRT ERR August 2023 Water Rescue Drill
- NEMTRT ERR September 2023 SCT Drill
- NEMTRT ERR October 2023 Rope Drill
- NEMTRT ERR November 2023 Trench Rescue Drill