



# NORTHEAST HOMELAND SECURITY REGIONAL ADVISORY COUNCIL

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## Training and Exercise Committee Meeting

### Minutes

*March 14, 2024*

*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 12:00 PM.
  
- **Approval of Minutes from the February 8, 2024 Meeting**

MOTION put forth by B. Moriarty.

  - Approve the February 8, 2024 Meeting Minutes.
  - Seconded by T. Judge.
    - In Favor: All.
    - Opposed: None.
    - Abstain: None.
  - The motion passed.
  
- **Budget Updates**
  - Committee members were provided with copies of the FFY20 – FFY23 budgets in the meeting packet.
    - FFY20 – Grant End Date: June 30, 2024
      - MAPC expects to be able to close out FFY20 shortly with some invoices that came in and the Council’s previous vote allowing transfers of even swaps for closeout.
    - FFY21 – Grant End Date: June 30, 2024
    - FFY22 – Grant End Date: July 31, 2024
    - FFY23 – Grant End Date: July 31, 2025
  
- **Project Updates**
  - *AAIR Trainings*
    - On March 11<sup>th</sup> – 12<sup>th</sup> a session of the AAIR training was held at Middlesex Community College in Bedford. Thank you to Chief J. Fisher for helping to arrange that.
    - 32 students: 15 Police, 13 Fire & 4 Dispatchers, from 20 NERAC communities.
    - Student Feedback: Nearly every student rated all 5s/4s on the feedback survey. Common themes:
      - Consistent high praise for instructors.
      - They valued the multi-disciplinary experience.
      - Those that have been to other trainings said this was among the best.
      - The main suggestion/negative feedback was they wish it was more than 2 days long.



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- The next session that was planned for March 27<sup>th</sup> – 28<sup>th</sup> will need to be postponed, but we are working arrange new upcoming dates at the same location.
- *School Safety Seminar*
  - MAPC met with NERAC’s public school reps S. Morrison and S. Zrike to brainstorm.
    - The proposed timeframe is ½ day in September/October 2024 – possibly the first week of October and avoiding Monday and Friday.
    - Topics to address: Swatting, Threat Assessment, MCI Preparedness and Incident Command (for if/when prevention doesn’t work), Considerations and plans for Incident Command, Communications with parents and outside parties, After-School Violence, Ensuring planning takes into account individuals with disabilities.
  - MAPC is now looking for a venue that is more central to the NERAC region, and requests suggestions or connections Council members may have.
  - Once a venue/date is confirmed, the next step will be securing presenters.
- *Topsfield Fair MCI Functional Exercise*
  - The kick-off meeting occurred on February 14<sup>th</sup>.
  - The project facilitators reviewed the 2019 TTX AAR which this FE will build upon, and had preliminary discussion on goals and objectives.
  - The next planning meeting is scheduled for April 4<sup>th</sup>.
  - Interoperability and unified command will be the primary focus.

\*The agenda was taken out of order to address **Technical Rescue Teams** before **FFY24 Plan Development**.

- **Technical Rescue Teams**
  - *Fire District 14 Technical Rescue Team*
    - AAR 2.2024 Structural Shoring Drill

MOTION put forth by B. Moriarty.

- Approve the FD-14 AAR as submitted.
  - Seconded by N. Hovey.
    - In Favor: All.
    - Opposed: None.
    - Abstain: None.
  - The motion passed.
  - *Northeast Massachusetts Technical Rescue Team*
    - None.
- **FY24 Plan Development**
    - The FFY24 NOFO and priority requirements have not been released by FEMA/EOPSS.
    - Councils have been instructed to build a preliminary plan with level funding and similar requirements as FFY23 and adjust as needed.
    - Summaries of the T&E funding requests received were sent to Committee members along with the full requests and backup.
    - Stakeholders who submitted T&E project requests were invited to attend.



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- The Committee discussed the projects based on the eligibility and evaluation criteria and determined the following suggested budget to recommend to the NERAC Full Council:

| Project Name   | Request      | 'A' List    | 'B' List     |
|--|--------------|-------------|--------------|
| <b>Training and Exercise</b>                               |              |             |              |
| Cape Ann ASHER Training [Previous B-List]                  | \$194,040.00 |             | \$194,040.00 |
| RTF Equipment (Weston, Wayland, Lincoln) [Previous B-List] | \$30,000.00  | \$30,000.00 |              |
| Cape Ann ALICE and WAVR-21 Training                        | \$66,500.00  | \$66,500.00 |              |
| MetroWest ASHER/MCI Exercise Series                        | \$87,500.00  | \$87,500.00 |              |
| Technical Rescue Team Drills                               | \$64,000.00  | \$64,000.00 |              |

MOTION put forth by N. Hovey.

- Approve the NERAC FFY24 Preliminary Budget as presented.
  - Seconded by B. Moriarty.
    - In Favor: All.
    - Opposed: None.
    - Abstain: None.
  - The motion passed.
- **New Business Unforeseen by the Chair**
    - None.

MOTION put forth by J. LeLacheur.

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

**\*\*Next Meeting: April 11, 2024\*\***

ATTENDEES – COMMITTEE MEMBERS

Michael Collins: Beverly Department of Public Services\*  
 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 John LeLacheur: Beverly Police Department\*  
 Chief Brian Moriarty: Lawrence Fire Department \*

ABSENT – COMMITTEE MEMBERS

Bill Klag: Emergency North Shore Medical Center\*

ATTENDEES – OTHER

Chief Michael Cassidy: Holliston Fire Department  
 Robert Craig: Town of Rockport  
 Chief Todd Fitzgerald: Manchester Police Department  
 Joshua Gaucher-Torres: EOPSS



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Shawn Green: FD-14 Tech Rescue

Connor Grenier: NEMTRT

Sarah Malloy: EOPSS

Lt. Mark McCoy: Manchester Police Department

Jim McLaughlin: MEMA

Lauren Sacks: MAPC

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

- March 2024 Meeting Agenda
- February 2024 Meeting Minutes
- FFY20-23 Budget Updates
- FD-14 AAR 2.2024 Structural Shoring Drill
- FFY24 T&E Project Requests Packet
- FFY24 T&E Suggested Preliminary Budget