

Minutes
Central Region Homeland Security Advisory Council
(CRHSAC)

Training Subcommittee

January 8, 2019

2:40 PM

Members Present: **Dean Kochanowski**, Fire Chief, Town of Dudley (Chair); **Jim Barclay**, Royalston EMD; **Russell Hall**, Fire Chief, Town of Holden; **Patrick Waugh**, Patrolman, Town of Spencer; **Tina Dixon**, CMESMC; **Nicholas Barbara**, Worcester County Sheriff's Office; **C. Thomas O'Donnell**, Police Chief, Town of West Brookfield; **Kevin Roy**, Fire Chief, City of Fitchburg; **Jeff Wilson**, Fire Chief, Retired, Town of Oxford.

Attendees: **Peter Peloquin**, CMRPC; **Conor McCormack**, CMRPC; **Nicholas DaDalt**, EOPSS; **Kristen Jerome**, MEMA; **Gary Fleischer**, Worcester Fire; **William Lyver**, Police Chief, Town of Northborough; **Thomas Ford**, Police Chief, Town of Sturbridge; **Patrick Purcell**, Fire Chief, Town of Westborough; **Russ Hall**, Fire Chief, Town of Holden.

Call to Order: Lt. Aspesi called the meeting to order at 2:30 PM.

Minutes: Chief Roy made a motion to accept the minutes of January 8, 2019, seconded by Chief O'Donnell, **motion approved**.

Financials: This portion was set aside until the main Council meeting.

Chair Report: None

Project Status: Mr. McCormack and Mr. Peloquin gave the updates.

Completed Projects: None

Project Updates:

TRR17-6.03 - Active Threat Integrated Response Course (ATIRC): Mr. Peloquin reviewed the site visit, logistics, attendance, role players, FD-7 Comms Truck, WRTA AmbuBus, and caterer – all of which are in place for the training already. Mr. DaDalt updated the Subcommittee on the EHP approval, saying it should be approved before the training and explained the backup plan at the State Police site in New Braintree. West Brookfield has confirmed their ambulance for the course but still looking for another – no one that was reached out to has been able to provide one. A commercial ambulance is available at \$100/hr. Solutions to finding one were discussed, including opening a seat to whoever can provide an ambulance. CMRPC will reach out to distinguished guests and media for Day 3 practical exercises and discussed logistics for expected guests.

Update on building use agreement for training and/or exercises with DELL/EMC in Southborough:

CMRPC is putting together an EHP for the site to have on hand. Still looking for opportunities to utilize the site.

TRR17-4.04 – FD-7 Rapid Deployment Search and Rescue Training:

Waiting on EOPSS approval to move forward with project.

Old Business:

Discussion on hosting Amtrak Training:

Mr. Aspesi was unable to attend meeting but sent notes with questions for the Subcommittee about the dates, location and focus of the training. The Subcommittee discussed a previous Amtrak training in the Western Region. It was noted that the facility in Grafton was new and near a residential area and close to a school. It was suggested that the focus be broader for all disciplines, not just specific one and that it since a lot of the training would be outside that it is held later in the spring/early summer. Chief Kochanowski tabled the item until Mr. Aspesi is able to give a more thorough presentation on the topic.

New Business:

Discussion on Council's Backfill/OT Policy: Mr. McCormack outlined the differences between the current and proposed policies, and explained the policies of other regions. Chief Roy explained the requirement for personnel to attend ICS trainings and the related costs, proposing the Subcommittee raise the reimbursement rate to \$45.00. Chief O'Connell noted the cost of paying Backfill/OT eats up a lot of the budget, especially for single day trainings. Discussion was had between the importance of funding and prioritizing Backfill/OT versus equipment, and funding backfill/OT for Central region personnel vs. out of region. Several members supported deciding Backfill/OT on a case-by-case basis. Tabled until next month so comments can be integrated into new policy.

Discussion on Proposed Training Attendance Policy: Mr. McCormack outlined the policy. Ms. Reilly explained that this is a NERAC policy due to people dropping out late notice from classes, Mr. Bryant concurred this is often a problem. Suggestion to include an exigent circumstances clause and an 'as approved by the Council' clause. Chief O'Donnell motioned to approve the policy with the two additions, seconded by Chief Purcell. All in favor, **motion approved**.

TRR18-6.04 – Spencer Stop the Bleed Training: Mr. Waugh, who proposed the training, outlined the training and equipment, as well as that the backfill/OT covered the trainers. It was suggested that the backfill/OT is moved to the instructor cost line in the TRR. Discussion was also had on moving the project from FFY17 to FFY18 and identified the appropriate line item. Mr. DaDalt suggested rolling out similar trainings to other school districts. Chief O'Donnell motioned to approve the policy with the two additions, seconded by Mr. Barclay. All in favor, **motion approved**.

TRR17-1.01 – MCPPO Procurement Training: Mr. McCormack explained the new requirement for Program Support to submit TRRs for any training or professional development. Chief O'Donnell motioned to approve the item, seconded by Mr. Wilson. All in favor, **motion approved.**

Nomination to Michael Scully to Training Subcommittee: Mr. Scully provided information on his background and interest in joining the Subcommittee. Chief O'Donnell motioned to approve the nomination, seconded by Chief Roy. All in favor, **motion approved.**

New Business Unforeseen by the Chair: None

Next Meeting: February 5th, 2019

Adjourn: Chief Purcell made a motion to adjourn at 3:04 PM, seconded by Mr. Barclay, **motion approved.**

Meeting minutes taken and prepared by Conor McCormack, CMRPC

Minutes approved – March 5, 2019

Materials included in the meeting packet

- Agenda
- Minutes of January 8, 2019
- Proposed Backfill/OT policy and current Backfill/OT Policy
- Proposed Training Attendance policy
- TRR17-6.04 – Spencer Stop the Bleed Training
- TRR17-1.01 – MCPPO Procurement Training