Minutes

Central Region Homeland Security Advisory Council

Tuesday, September 1, 2020 3:00 PM

Virtual Meeting

Members Present: **Marc Kasaras**, WCSO; **Neal Aspesi**, Emergency Mgmt./Fire, Town of Southborough; **Nicholas DaDalt**, CMEMSC; **Dean Kochanowski**, Fire Chief, Town of Dudley; **Patrick Purcell**, Fire Chief, Town of Westborough; **Russ Hall**, Fire Chief, Town of Holden; C. **Thomas O’Donnell**, Police Chief, Town of West Brookfield; **William Lyver**, Police Chief, Town of Northborough; **Christopher Montiverdi**, Public Health, Town of Leicester; **William Coyle**, DPW, Town of Auburn; **Jim Barclay**, EMD, Town of Royalston; **David Trabucco,** WRTA; **John Broach**, MD, MPH, Dir. Div. of Disaster Medicine and EM, UMass Memorial; **Andrew Klein,** VP of Student Affairs, Anna Maria College.

Members Absent: **Lewis Evangelidis**, Worcester County Sheriff; **Michael Lavoie**, Fire Chief, City of Worcester; **Julie Jacobson**, Town Manager, Town of Auburn; **Steven Sargent,** Police Chief, City of Worcester.

Non-Voting Attendees Present: **Jeffrey Lourie;** Westborough Police**;** **Greg Lynskey,** SWCCC; **Gary Fleischer**, District Fire Chief, City of Worcester; **Kevin Filchak**, MEMA; **Kristen Jerome**, MEMA; **Peter Peloquin**, CMRPC**; Anthony Senesi,** CMRPC**; Ali Novak**, CMRPC; **Patricia McGuirck,** EOPSS; **Mellisa Nazarro**, EOPSS; **Paul Normandin**, D7 Southbridge Fire; **Patrick Purcell**, Fire Chief, Town of Westborough**; Jeffrey Lourie**; **Sonya Schey**, EOPSS; **Gina Papagiorgakis**, EOPSS. **Amy Reilly,** MAPC; **Seth Bouvier,** EOPSS,

Call to Order: Chairman, Chief Dean Kochanowski called the meeting to order at 3:00 PM.

Minutes: Chief O’Donnell motioned to accept the meeting minutes of June 2th, 2020 seconded by Lt. Aspesi. All in favor, **motion approved**.

Financial Report

FFY2018 Budget Review

Council Support went over by $87.

Due to COVID-19, several training line items have not been able to move forward. Ms. Novak recommended that the Council look at moving some of the training projects to FY19. Council asked to table further discussion to the October Meeting. Ms. Novak gave the following updates:

FFY2019 Budget Review

Nothing has been invoiced yet, nothing has changed in terms of FY19 Funding. Ali has reached out to POCs for FY19 project in hopes that people will send in their PJs.

Financial Transfers: One financial transfer that will be voted on during the Equipment Subcommittee report.

LETPA Spending Update: No update from last month-LETPA remains the same, Ali reminded Council Members that with the training delays from Covid, LETPA will be affected and will change as we move projects around between grant years.

Chairman’s Report:

Chief Kochanowski gave the report. He suggested that the Full Council and Subcommittees meet in person in October and that any outside parties can remotely call into the meeting. Mr. DaDalt stated that CMEMSC is supportive of meeting in person and additionally has been able to install video teleconferencing equipment for their facility. Chief O’Donnell and Lt. Aspesi stated that they are willing to meet in person. Chief O’Donnell reminded the Council of Open Meeting Law obligations. Ms. Novak stated that CMRPC administration needs to approve in person meetings. Mr. Barclay stated that per law, gatherings are limited to 8 persons per one thousand square feet of space. Mr. Peloquin suggested that the Council reach out to Worcester Emergency Management, they have a large gathering space. Mr. Trabucco stated that the WRTA has a large gathering space as well. Chief Kochanowski stated that the meeting location for the October meeting will be determined.

By-law Revision- Proposed Amendment to ARTICLE II – Membership

This proposed revision would replace an education seat on the full Council with a cyber-security seat. Chief O’Donnell made a motion to amend Article II to replace an education seat on the full Council with a cyber-security seat, seconded by Lt. Aspesi. All in favor, **motion approved.**

Nominating Committee update:

Chief O’Donnell stated that the nominating committee met twice over the summer. The nominating committee recommends that Chris Monteverdi become the second vice chair. Chief O’Donnell made a motion to have Chris Moterverdi become the second vice chair, seconded by Lt. Aspsesi, all in favor, **motion approved.**

Mr. Barclay stated that nominations must come from the professional organizing body of each discipline. Mr. DaDalt clarified that the professional organizing body must either confirm or make a suggestion of a nomination. Chief O’Donnell stated that the nominating committee does not yet have an Emergency Management nominee in place.

Chief O’Donnell made a motion to have Chief Jeffrey Lourie fill the vacant Law Enforcement seat and have Chief Michael Shaw of the Webster Police as his designee, seconded by Chief Lyver, all in favor, **motion approved.**

Chief O’Donnell made a motion to make Neal Aspesi the Emergency Management full voting member and that Chief Hall the Fire Department full voting member, seconded by Mr. Barclay. All in favor, **motion approved.** Chief Kochanowski congratulated the new members of the Council. Chief Kochanowski stated that Lt. Aspesi and Chief Hall need to send Ms. Novak their nomination for their alternate for their respective designees before the October meeting.

Equipment Sub Committee Report: Chief Patrick Purcell

Completed Projects:

PJ18-5.05 Fire District 8 Dive Team Equipment (FFY2018)

The dry suit has been received.

Project Updates:

PJ18-5.01 Fire District 7 Ice Dive Equipment (FFY2018)

Ms. Novak sent in the spec list in July for the procurement process. An EHP was needed to be updated, there was an EHP already in place.

PJ18-6.02 Fire District 7 & 8 Trench Rescue Equipment & Trailer (FFY2018)

The equipment has yet to be delivered. Several items are on backorder.

PJ18-6.05 Fire District 7 Trench Rescue Trailer (FFY2018)

The trailer was delivered to Oxford today, September 1st 2020.

PJ18-6.06 Fire District 14 Tech Rescue Boat (FFY2018)

The specs were sent and there was clarification that was needed. The project is awaiting approval, then the procurement process can begin.

PJ18-6.07 Fire District 7 Trench Rescue Equipment (FFY2018)

Most items have been received. Some of the equipment is on backorder.

PJ18-8.09 CEMLEC Robot (FFY2018)

The robot has been received. But the project training has not been able to be completed due to COVID-19.

PJ19-10.01 The Borough’s MILO ASHER Training Equipment (FFY2019)

The total of the project will be lower due to the weapons that used for the evolution, originally the funds would be to modify their existing weapons to a gas delivery system however, that cannot be done.

PJ18-8.02 Fire District 14 Tactical Gear (FFY2018)

The bids are due tomorrow (9/2).

PJ19-12.01 Wachusett Area Active Shooter Equipment (FFY2019)

The project received EOPSS approval in June. The specs were completed and sent to MAPC.

PJ19-18.02 Radiological Dispersal Device Equipment (FFY2019)

The project went out for bid and came back higher than the original estimate. The original PJ was roughly $21,599, the bid came back $22,270, a difference of $670.24. Chief Purcell made a motion to transfer $670.24 from FY18 Spencer Stop the Bleed line to FY19 Radiological Dispersal Device Equipment, seconded by Chief O’Donnell, all in favor, **motion approved.**

PJ18-5.02 Fire District 8 Dive Team SCUBA and Underwater Search Equipment

This project was sent back to Ms. Novak for additional questions. The spec list is very detailed and it’s important that the spec list is accurate so that the dive team can be fitted properly.

Old Business:

Council’s American Red Cross Canteen Vehicle

Not discussed during the full Council meeting.

New Business:

PJ19-3.2 Blast Bags-Active Threat Trauma Bags (FY19)

The project is to purchase and equip one blast bag per ambulance for the Towns of Westborough, Northborough and Southborough. They are large tactical bags containing six smaller go bags each equipped with medical devices that facilitate the rapid treatment of multiple trauma patients involved in a mass causality incident. This project has a total $39,921.04. Chief Purcell stated that the project was written a year ago, and the council voted and earmarked money for the project. Chief O’Donnell made a motion to approve the project in the amount of $39,921.04, seconded by Lt. Aspesi, majority in favor with two abstentions by Chief Purcell and Chief Lyver, **motion approved.**

PJXX-X.XX Gas Calibration Stations Upgrade

Tabled until October.

Request for Information: CMED Generator

Tabled until October.

Inter-Operability Sub Committee Report: Mr. James Barclay

Completed Projects:

None

Project Updates:

PJ18-9.01-Fire District 8 High Band Repeater System Upgrade (FFY2018)

This project is pending a meeting with FD8. This project would tie into additional funding to create a county wide inter-operability system.

PJ19-10.01 WCSO MCU Radio Upgrades (FFY2019)

This project received SEIC approval, the project was submitted. Ms. Novak stated that the project will go out for bid this week.

PJ18-9.03 Worcester Aluma Tower Upgrade

Everything has been submitted. Although Aluma Tower is the preferred vendor however it has to go out to bid.

Old Business:

Discussion: Formation of a Regional Information Center (RIC)

The RIC discussion has been tabled to a later date.

New Business:

PJ19-6.4 Worcester Fire Regional Mobile Interoperability Enhancement

The project would allocate funds to purchase three APX radios to be installed in two command vehicles and one special operations command vehicle. Mr. Fleischer stated that gives the team the ability to be their own communications unit, whenever Worcester sends any resources to any other community. This is important to regional events and responses. Furthermore, this enhancement would give Worcester the ability to communicate with any inter-op channel and local channels. The total cost is $38,689.49. Mr. Barclay made a motion to approve the project as presented, seconded by Mr. Kasaras, all in favor, **motion approved.**

Training Sub Committee Report: Lt. Neal Aspesi

Project Updates:

TRR18-5.06 – Fire District 7 Ice Dive Training (FFY2018)

The EHP was sent in for approval in June.

TRR18-8.06 -- Spencer Stop the Bleed Training (FFY2018)

The project has been complete. There is $1,680 left.

TRR18-8.11 – Worcester Airport ASHER Training (FFY2018)

There are no training dates scheduled due to the COVID-19 pandemic.

TRR18-8.12-- Blackstone Area Active Shooter Training (FFY2018)

Ms. Novak has completed the EHP paperwork over the summer and sent it for EOPSS approval in June. The tentative training date was supposed to be August 19th but due to COVID-19 it was ultimately postponed.

TRR19-5.01 -- Fire District 7, 8 & 14 Structural Collapse Training (FFY2019)

The project is out for bid, the southeast region will take the lead on organizing the training. Ms. Novak is awaiting materials and procurement on the training. The training is tentatively scheduled for the spring.

TRR18-8.13 – Western Worcester Area ASHER Training (FFY2018)

The EHP was sent to EOPSS on June 29th. Ms. Novak reached out to EOPSS yesterday (9/2) regarding the status of the EHP.

TRR19-18.01-- Radiological Dispersal Device Training

Jeff Tedesco told Ms. Novak that there are no trainings offered for the foreseeable future.

TRR18-2.02 --Joint Cyber-Security Training (eLearning Lair)

The training is a statewide program. The training will occur remotely and is moving forward. The cyber-security training will be held throughout October, one module per week.

Old Business: None

New Business:

TRR19-1.2 MCPPO: Public Contracts & Supplies and Services Training

Ms. Novak will be attending this training. Ms. Novak stated that the training will be funded through Council Support. Mr. Peloquin stated that in the past this training was funded as separate project with leftover funds.

Planning Subcommittee Report: Chief Kochanowski

Subcommittee Chair Report

 PJ19-1.01 – Council Program Support (FFY2019)

Ms. Novak stated that the FY18 Council Support was over spent by $89. CMRPC received the contract for FY19 Council Support

Mass Care/Sheltering Report: No report.

CMRPC: Ms. Novak thanked the Council, Mr. Peloquin, MAPC. And EOPSS, for being so welcoming and patient during her onboarding. CMRPC is letting staff members work in the office one day a week. Any in person meetings need to approved on a case by case basis. CMRPC will make adjustments as needed. Ms. Novak sent in the quarterly reports in July to EOPSS and MAPC. Ms. Novak stated that it has been a pleasure working with Ms. McGuirck. There is an additional cyber-security training through the Mass Cyber Center, the next meeting is September 9th, and it is geared towards town administration.

MAPC: Ms. Reilly stated that there is a number of procurements in the works and feel free to contact her with any updates regarding them. Ms. Reilly suggested that the next October Council meeting should focus on spending down FY18 funds. There are 50% of total funds that are not tied to a project.

EOPSS: Ms. Schey stated that EOPSS has had new additions to their staff. This includes Gina Papagiorgakis, Homeland Division Manager and Patricia McGuirck, is assigned for the Central and West regions. EOPSS anticipates that FEMA will be awarding FY20 HSGP funds by this week, then they can begin contracting. Ms. Schey stated that EOPSS is working on a new council membership policy to update and streamline making appointments easier for Councils. Mr. Bouvier stated that ongoing police reform matters are ongoing. EOPSS has been involved with the COVID response team to get community case levels down. EOPSS will soon have a finalized homeland security plan

MEMA: MEMA has two training that will be occurring, one in the Region 3-4 office, on September 24th and a training at Sturbridge Public Safety on September 29th from 10am-12pm. The application will be released soon for the EMPG grant for 2020.

New Business Unforeseen by the Chair: Chief Kochanowski asked the Council to think about nominees for the cyber-security seat on the Council.

Next Meeting: October 6st, 2020

Adjourn: Chief O’Donnell made a motion to adjourn the meeting at 3:50 PM, seconded by Lt. Aspesi, **motion approved.**

------------------------------

Meeting minutes taken and prepared by Anthony Senesi, CMRPC