

AGENDA

CRHSAC Training Subcommittee Agenda (Hybrid)

Tuesday, March 3rd, 2026

2:30 PM

CMEMSC

361 Holden St.

Holden, MA 01520

&

<https://us02web.zoom.us/j/84384383032>

1. **Call To Order:** Deputy Chief Neal Aspesi
 - a. Introductions
2. **Minutes of January 6th, 2026 & February 3rd, 2026.**
 - a. Vote to accept Minutes
3. **Financial:**
4. **Chair Report:** Deputy Chief Neal Aspesi
5. **Project Status:**
 - a. **Completed Projects:**
 - b. **Project Updates:**
 - i. ALERRT AAIR (FFY23 E.01 & FFY24 D.01)
 - ii. Other training project updates
 - c. **Old Business:**
 - i. Medical Specialist Training (FFY23 C.02)
 - ii. Last Seen Point (FFY23 D.01)
 1. Discussion & vote
 - iii. Swiftwater Training NYS (FFY23 D.02)
 1. Discussion & vote
 - iv. CEMLEC Special Operations Training & Exercise (FFY23 E.03)
 - v. Aggressive Incident Command (FFY23 G.01)
 - vi. D7 Rapid Search and Rescue Training (FFY24 C.09)
 - vii. TECC (FFY24 C.10)
 - viii. West Boylston ASPIRE Active Shooter Equipment Reimbursement (FFY24 D.02)
 - ix. BF/ OT Policy Update
 1. Discussion & possible vote
 - x. Other projects
 1. Possible discussion & vote
 - d. **New Business:**

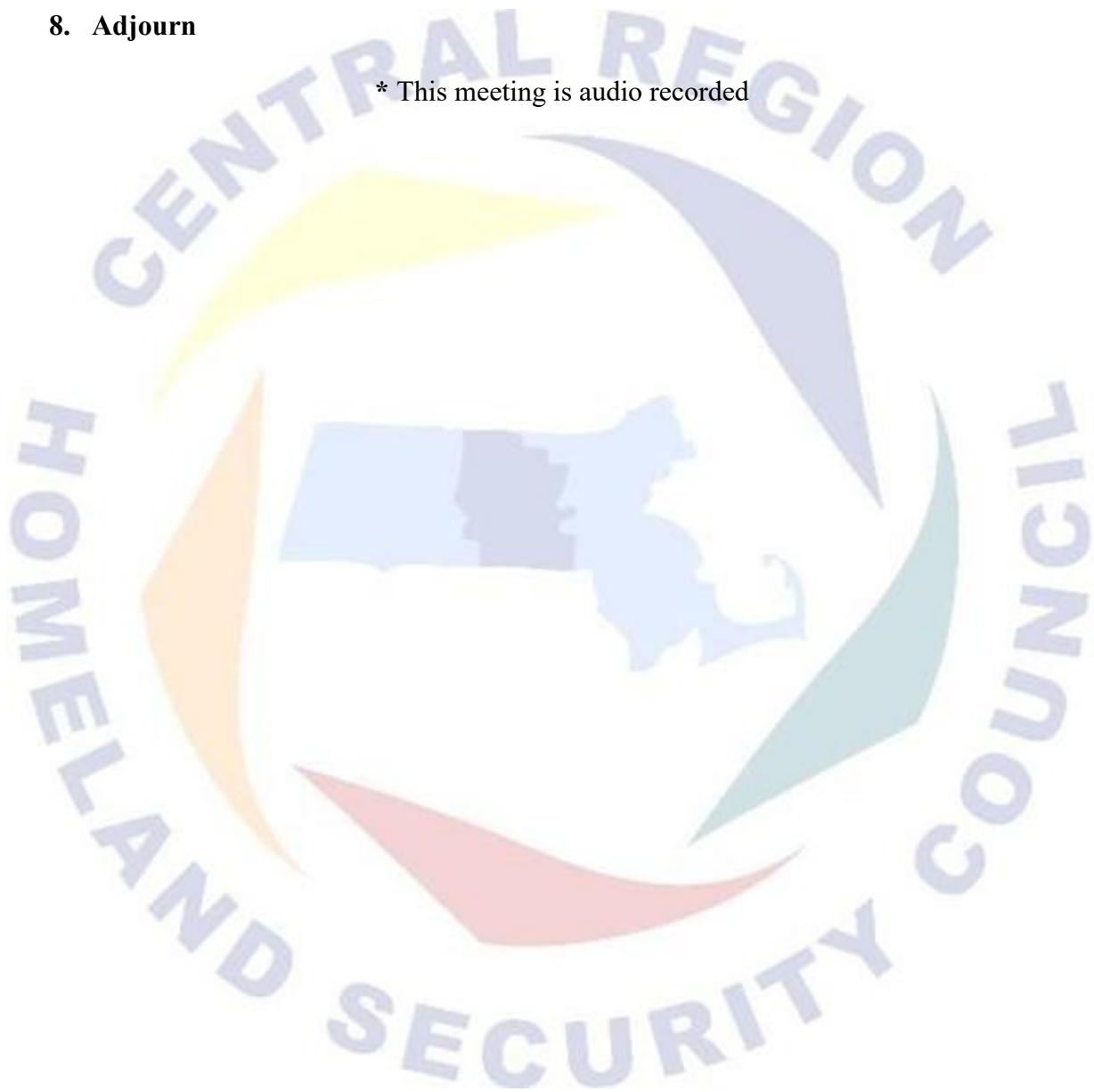
- i. Other projects
 - 1. Possible discussion & vote

6. New Business Unforeseen by the Chair:

7. Next Meeting: TBD

8. Adjourn

* This meeting is audio recorded



Minutes

CRHSAC Training Subcommittee Agenda (Virtual)
Tuesday, February 3th, 2026, 2:30 PM
CMEMSC, 361 Holden Street, Holden, MA 01520

Members Present: **Tina Dixon**, Director, Central MA EMS Corp.; **Gregory Lynskey**, Director, SWCCC; **Gary Fleischer**, Chief, Worcester Fire; **Paul Salvadore**, Worcester County Sheriff's Office; **Christopher Montiverdi**, Assistant Chief, Leicester Fire/EMS; **Russ Hall**, Chief, Holden Fire.

Attendees: **Carli Harris**, CMRPC; **Anthony Senesi**, CMRPC; **Seth Peters**, CMRPC; **Sarah Cook**, EOPSS, **Robert Connolly**, Director, Worcester Emergency Management.

Call To Order: Assistant Chief Montiverdi called the meeting to order at 2:45 p.m.

Introductions: Tabled until Full Council Meeting.

Minutes: **Mr. Lynskey** made a motion to accept the minutes of January 6, 2026, seconded by **Ms. Dixon**. **Motion passed unanimously.**

Financials: Tabled until Full Council Meeting.

Chair Report: None.

Project Status: Ms. Harris gave the updates.

Completed projects:

1. **None**

Project Updates:

1. **ALERRT AAIR (FFY24 D.01)**

Ms. Harris stated that ALERRT AAIR has begun on a request basis and that she is working on ensuring prior requests are paid out.

2. **Other Training Project Updates**

None

Old Business: All updates were tabled until the Full Council, except for one old business item.

1. **Medical Specialist Training (FFY23 C.02)**
2. **Last Seen Point (FFY23 D.01)**
3. **Swiftwater Training NYS (FFY23 D.02)**
4. **Advanced Structural Shoring (FFY23 D.05)**

Ms. Harris stated that there have been significant logistical issues regarding confirming a location. Ms. Harris stated that the POC agreed with Ms. Harris that there is not enough time to complete the training by the July 2026 deadline. Ms. Harris requests that the Council approve the unallocation of the funding to cover the overallocation of FFY23. **Ms. Dixon motioned to unallocate funding for the Advanced Structural Shoring FFY23 D.05 in the amount of \$72,000, seconded by Chief Fleischer. Motion to adjourn passes unanimously.**

5. **CEMLEC Special Operations Training & Exercise (FFY23 E.03)**
6. **Aggressive Incident Command (FFY23 G.01)**
7. **D7 Rapid Search & Rescue Training (FFY24 C.09)**
8. **TECC (FFY24 C.10)**

- 9. West Boylston ASPIRE Active Shooter Equipment Reimbursement (FFY24 D.02)
- 10. BF/OT Policy Update
- 11. Other Projects
 - None

New Business:

- 1. Other Projects
 - None

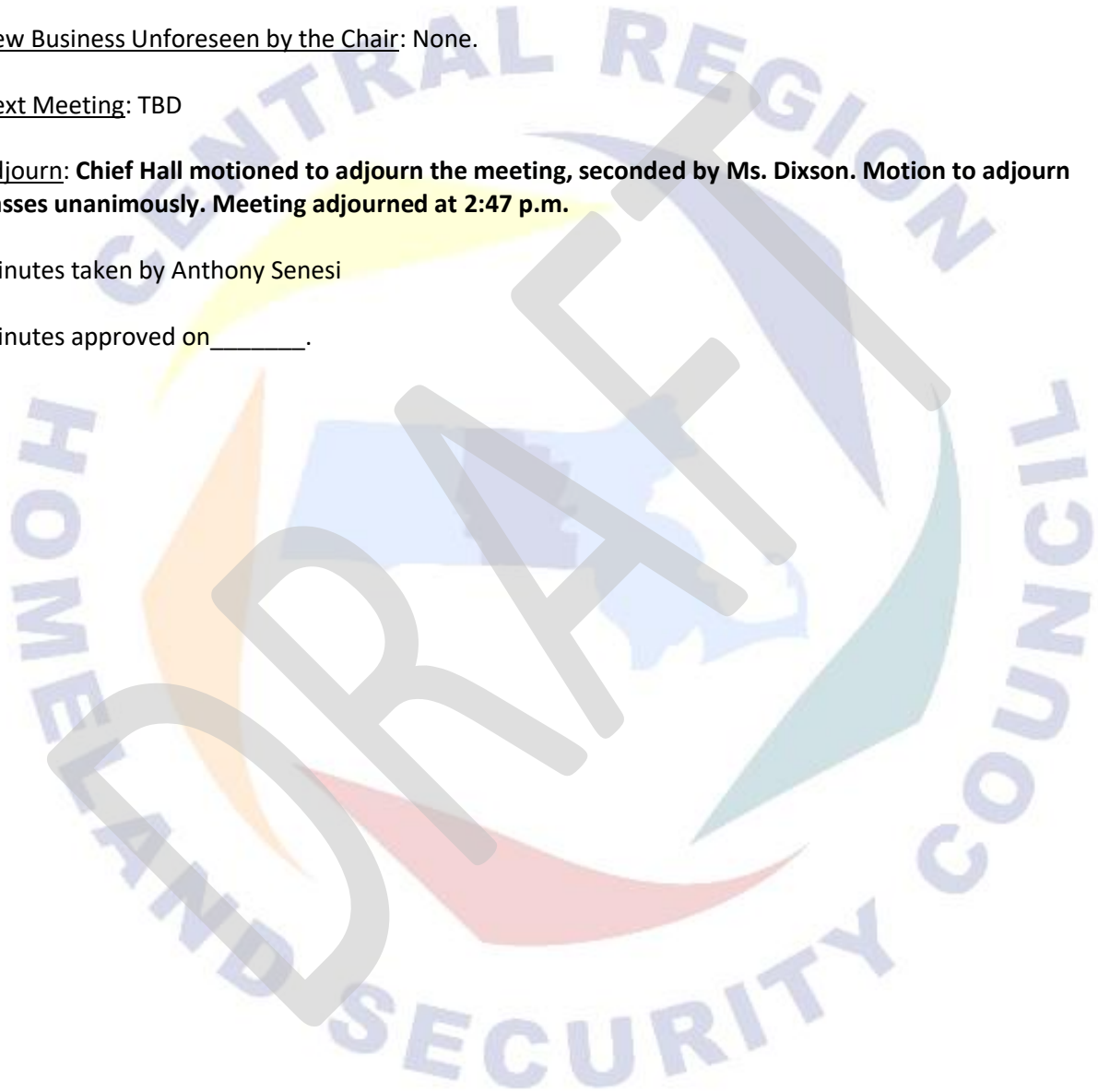
New Business Unforeseen by the Chair: None.

Next Meeting: TBD

Adjourn: Chief Hall motioned to adjourn the meeting, seconded by Ms. Dixon. Motion to adjourn passes unanimously. Meeting adjourned at 2:47 p.m.

Minutes taken by Anthony Senesi

Minutes approved on _____.



Minutes

CRHSAC MYTEP Planning Meeting (In Person)

Thursday, March 13, 2025 1:00 PM

CMEMSC 361 Holden St. Holden, MA 01520

Members Present: **Dean Kochanowski**, Chair, Chief, Dudley Fire; **Tina Dixson**, Central MA EMS Corp. ; **Neal Aspesi**, Deputy Chief, Northborough Fire.

Attendees: **Seth Peters**, CMRPC; **Carli Harris**, CMRPC.

Call To Order: **Chief Kochanowski called the meeting to order at 1:03pm.**

Introductions: Held off by Chief Kochanowski.

New Business:

- MYTEP Planning
 - Mr. Peters said that this meeting was held to update the expired MYTEP
 - There was discussion about trainings that would be added to the MYTEP, and a draft of the plan was created.
 - Cybersecurity Training:
 - CISA
 - Mass Cyber Center Trainings
 - Cyber Response TTX
 - NIMS/ ICS:
 - ICS 300 & 400
 - Aggressive Command Training
 - AHIMT Position Specific Training
 - Mass Evacuation Planning:
 - Multi-jurisdictional Workshop/ Planning
 - Mass Evacuation TTX
 - Decon Training
 - Mass Decon
 - Dry Decon
 - Donning/ Doffing Suits/ Papers
 - Mass Casualty Incident/Active Shooter Exercise:
 - TTX
 - Full Scale Drill
 - CEMLEC SWAT Training
 - Active Shooter Trainings (multiple): ALERRT AAIR
 - TECC
 - Tech Rescue Training & Exercise
 - FD-7, 8, & FD-14 Dive Rescue Training
 - FD-7, 8, & FD-14 Swift Water Rescue 1 & 2 and Train-the-Trainer
 - Regional Side Scan Sonar and Underwater ROV Training
 - FD-7, 8, & FD-14 Advanced Structural Collapse (multiple trainings)
 - FD-7, 8, & FD-14 Wide Area Search Training
 - FD-7, 8, & FD-14 Heavy Vehicle Rescue Training
 - Full Scale Exercise

- Amtrak Passenger Train Emergency Response (PTER) Training
- EMS Response & Advanced Life Support Training
 - Western Shelter Deployment Training
 - MCI Field Hospital Disaster Exercise
 - Canteen/ Rehab Vehicle Deployment Exercise
- Unified Command/ PIO Training
- Election Security/ Crowded Spaces Multi-discipline Response Planning
 - Workshop
 - TTX
 - Full Scale Exercise

Next Meeting: TBD

Adjourn: **Chief Kochanowski adjourned the meeting at 1:50pm.**

Minutes taken by Carli Harris.

Minutes approved by the Full Council on _____.



Backfill & Overtime Reimbursement Policy

Effective _____, 2026

In order to ensure maximized investment of Homeland Security funds allocated to the Central Region Homeland Security Advisory Council (CRHSAC), CRHSAC has instituted the following backfill and overtime (BF/OT) policy. This policy supersedes all previous BF/OT policies.

Hourly Rate:

The CRHSAC will reimburse BF/OT for eligible agencies per participant at their hourly rate, not to exceed \$40.00/hour, for CRHSAC approved and eligible training/exercises. The balance of hourly rates exceeding \$40.00/hour will be the responsibility of the member's agency/community.

Eligible Hours:

Reimbursement will be a maximum of 8 hours per day for overtime or 8 hours per day for backfill for CRHSAC approved and eligible trainings/exercises. Reimbursement will not exceed the advertised hours for the associated training/exercise. Per Department of Homeland Security guidance, travel time to and from any training/exercise is not eligible for BF/OT reimbursement.

Eligible Trainings/Exercises:

Per Homeland Security guidance, all exercises must comply with Homeland Security Exercise & Evaluation Program (HSEEP) requirements. In general, only the following activities are eligible for CRHSAC reimbursement:

- Multi-day trainings/exercises
- ICS 300 & 400 and Command & General Staff position courses
- Technical Rescue Team (all disciplines/specialties) scenario based practical exercises
- District Dive Team scenario based practical exercises
- Active Shooter/Hostile Emergency Response (ASHER) associated multi-disciplinary scenario based practical exercises

Eligibility for reimbursement of specific trainings/exercises can also be made on a case-by-case basis, pending approval by the CRHSAC Training Subcommittee and Full Council.

Reimbursement Request Process:

Communities will follow all instructions listed on the required CRHSAC reimbursement forms, accessible for download at [Documents and Guidance | CRHSAC](#) or by contacting CMRPC staff directly. Submissions must include a fully completed and signed reimbursement form(s) and all associated supporting documentation. **Reimbursement forms and supporting documentation needs to be submitted to CRHSAC Program Staff within 60 days after the last day of the training/exercise and no later than 180 days, or before the closing of the funding grant year, whichever comes first. No submissions will be accepted after this deadline.**

Note: This policy does not apply any trainings or exercises approved by CRHSAC prior to effective date of this policy.