

**AGENDA**  
CRHSAC Training Subcommittee Agenda (Hybrid)  
**Tuesday, May 5<sup>th</sup>, 2026**

**2:30 PM**

CMEMSC

361 Holden St.

Holden, MA 01520

&

<https://us02web.zoom.us/j/82664437704>

1. **Call To Order:** Chief Neal Aspesi
  - a. Introductions
2. **Minutes of April 7<sup>th</sup>, 2026.**
  - a. Vote to accept Minutes
3. **Financial**
4. **Chair Report:** 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 (FFY24 C.11)
    - iii. Swiftwater Training NYS (FFY24 C.12)
    - iv. CEMLEC Special Operations Training & Exercise (FFY24 D.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 (FFY23 E.04)
    - ix. BF/ OT Policy Update
    - x. Other projects
      1. Possible discussion & vote
  - d. **New Business:**
    - i. D14 TRT Reimbursement (FFY24 C.06)
      1. Discussion & vote
    - ii. 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 (Hybrid)  
Tuesday, April 7<sup>th</sup>, 2026, 2:15 PM  
CMEMSC, 361 Holden Street, Holden, MA 01520

Members Present: **Gary Fleischer**, Chief, Worcester Fire; **Dean Kochanowski**, Chair, Chief, Dudley Fire; **Chris Baker**, Central MA EMS Corp.; **Gregory Lynskey**, Director, SWCCC; **Neal Aspesi**, Chief, Northborough Fire; **Paul Salvadore**, Worcester County Sheriff's Office;

Attendees: **Carli Harris**, CMRPC; **Seth Peters**, CMRPC; **Sarah Cook**, EOPSS, **Robert Connolly**, Director, Worcester Emergency Management; **Keith Taparauskay**, Deputy Commander, CEMLEC; **Tyler Mitchell**, CEMLEC; **Nick Bartone**, CEMLEC; **James Connolly**, CEMLEC.

Call To Order: Chief Aspesi called the meeting to order at 2:16 p.m.

Introductions: Tabled until Full Council Meeting.

Minutes: **Chief Kochanowski** made a motion to accept the minutes of January 6<sup>th</sup>, 2026 and February 3<sup>rd</sup>, 2026, seconded by **Chief Fleischer**. **Motion passed with one abstention from Chief Aspesi.**

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 she received quite a few requests from Southbridge for the ASHER reimbursements and for the Southbridge ASHER course that occurred in 2024. The two trainings for the ASHER occurred before FFY24 started so it must come out of FFY23 which has already been spent down. These two reimbursements come to a total of \$8,320.00. The Southbridge ASHER training request initially came out of FFY21. The total request is for \$2,240.00. We are asking the council to approve the increase in FFY23 line item E.01 Central Region ASHER Training to \$32,223.51 using unallocated funding from section C. **Chief Kochanowski** made a **motion to increase FFY23 line item E.01 Central Region ASHER Training to \$32,223.51 using unallocated funding from section C** to cover balance. Seconded by **Mr. Lynskey**. Motion passed unanimously.

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)**

Ms. Harris stated that they are asking the council to decrease funding from \$51,800.00 to \$39,000.00 to cover the class amount and BF/ OT requests that follow our current BF/OT policy. Initially funding was set aside for if the no cap BF/OT policy was passed but this funding is needed to close out FFY23. **Chief Fleischer** made a **motion to decrease funding from \$51,800.00 to \$39,000.00 for FFY23 line item C.02 Medical Specialist Training**. Seconded by **Chief Kochanowski**. **Motion passed with one abstention from Chief Aspesi.**

2. **Last Seen Point (FFY23 D.01).**

Ms. Harris said that this training will be transferred to FFY24 and she was notified that there was one request for this training.

**3. Swiftwater Training NYS (FFY23 D.02)**

Ms. Harris said that this training will be transferred to FFY24.

**4. CEMLEC Special Operations Training & Exercise (FFY23 E.03)**

Ms. Harris stated that this course was initially planned for scheduling for this month, but creating the scope took longer than expected and CEMLEC has FIFA trainings this April so will be aiming for Fall 2026. Requesting the council approve the transfer to FFY23 E.03 CEMLEC Special Operations Training & Exercises to FFY24 line D.02 for \$28,000 using unallocated funding from section F to cover the balance.

**Mr. Lynskey made a motion to transfer FFY23 E.03 CEMLEC Special Operations Training & Exercises to FFY24 line D.02 for \$28,000 using unallocated funding from section F to cover the balance. Seconded by Chief Kochanowski. Motion passed unanimously.**

**5. Aggressive Incident Command (FFY23 G.01)**

Ms. Harris said that she is working with the vendor on the flyer and it will be sent out as soon as it is received back.

**6. D7 Rapid Search & Rescue Training (FFY24 C.09)**

Ms. Harris said this training is scheduled for July.

**7. TECC (FFY24 C.10)**

Ms. Harris is working with the vendor on scheduling.

**8. West Boylston ASPIRE Active Shooter Equipment Reimbursement (FFY24 D.02)**

Ms. Harris said that this is processing with MAPC.

**9. BF/OT Policy Update**

Ms. Harris stated that this policy was discussed at prior meetings but there was recommendation to clarify the language. It is highlighted in the packet with updated language. Official EOPSS guidance has not been received about the no cap BF/OT reimbursement so have been processing reimbursements as we have done before.

**Chief Kochanowski made a motion to approve the statement in the packet. Seconded by Mr. Lynskey. Motion passed unanimously.**

**10. Other Projects**

None

New Business:

**1. Other Projects**

None

New Business Unforeseen by the Chair: None.

Next Meeting: TBD

Adjourn: Chief Kochanowski motioned to adjourn the meeting, seconded by Mr. Lynskey. Motion to adjourn passes unanimously. Meeting adjourned at 2:23 p.m.

Minutes taken by Carli Harris.

Minutes approved on \_\_\_\_\_.

**Executive Office of Public Safety and Security  
 Office of Grants and Research  
 Homeland Security Division  
Exercise Review Request (ERR)**

**This form must be completed and approved by EOPSS before a federal homeland security grant-funded exercise and related formal planning meetings may commence. Before planning an exercise or selecting an exercise consultant keep the following in mind:**

1. For SHSP-funded homeland security region sub-recipients, this form must be sent to your EOPSS Program Coordinator within one week following the council’s vote to approve the exercise. For all other sub-recipients, this form must be sent in at least two weeks prior to the first exercise planning meeting.
2. Review the current versions of the *Guidance for Using Federal Homeland Security Funds for Trainings and Exercise* as well as the *Homeland Security Exercise and Evaluation Program* at [www.mass.gov/eopss/funding-and-training/homeland-sec/grants/hs-grant-guidance-and-policies.html](http://www.mass.gov/eopss/funding-and-training/homeland-sec/grants/hs-grant-guidance-and-policies.html).

**Please provide the requested information below.**

Date Form Submitted	
Sub-Recipient Name and its POC and e-mail	Shawn Green <a href="mailto:sgreen@shrewsburyma.gov">sgreen@shrewsburyma.gov</a>
FFY & Grant Program of Funding, and PJ # if applicable	FFY24 SHSP PJ24-C.06 D14 BF/ OT
Date of Council or JPOC Approval, if applicable	
Exercise Name *	D14 BF/ OT Reimbursement Funding
Briefly Describe Initial Exercise Concept and Regional Need(s) - Documented Gap(s) Being Addressed	The Massachusetts Fire District 14 Technical Rescue Team has been active since 2000. The team conducts monthly training drills, 10 annually, to keep the members proficient in their skills. This training focuses on discipline specific skills as outlined in NFPA 1006. The Massachusetts Fire District 14 Technical Rescue Team is a regional response asset that provides specialized search and rescue skills to the 23 communities in the Fire District 14 response area. This is a service area of approximately 388 square miles with a population over 460,000 people. Additionally, the team is part of region 3 of the Statewide Technical Rescue assets and is available to respond to any of the other 5 regions if needed.

	This project proposal is for Backfill and Overtime to help offset the budget impact of the five departments in the Central Mass region who have members participating in the annual training of the technical rescue team. The team conducts ten, 8-hour drills annually (no drills in July and August). The total amount requested will be reimbursed over these ten months.	
Exercise Type	<input type="checkbox"/> Seminar <input type="checkbox"/> Workshop <input type="checkbox"/> Tabletop <input type="checkbox"/> Game	X Drill <input type="checkbox"/> Functional <input type="checkbox"/> Full-Scale

Primary DHS National Preparedness Goal Mission Area	Response
Primary DHS National Preparedness Goal Core Capability	Mass Search & Rescue Operations
State or UASI Homeland Security Strategy Implementation Step (i.e., 5.9.1)	Objective 6.4 - Build and maintain specialty response team capabilities to augment emergency response efforts, such as Incident Management Teams (IMT) and technical rescue teams.
Previous Related Exercise(s) Conducted	Prior D14 Tech Rescue Trainings
Exercise in Sub-Recipient's MYTEP? (If yes, provide page #. If no, why is this new exercise necessary?)	Yes, p. 7.
Name of Plan(s) Being Exercised *	<ul style="list-style-type: none"> <li>• Mass Fire District 14 Technical Rescue Confined Space Drill</li> <li>• Mass Fire District 14 Technical Wide area Search and skill stations</li> <li>• Mass Fire District 14 Trench Rescue</li> </ul>
Exercise Date(s) *	<ul style="list-style-type: none"> <li>• January 13, 2025</li> <li>• February 10, 2026</li> <li>• March 10, 2026</li> </ul>
Location *	<ul style="list-style-type: none"> <li>• Maynard Fire Department HQ 30 Sudbury Street, Maynard MA</li> <li>• Natick Fire Department Station 4 268 Speen St, Natick, MA 01760</li> <li>• Westborough DPW Yard 131 Oak St Westborough, Ma. 01581</li> </ul>
Federal Agencies Involved *	N/A
State Agencies Involved *	N/A
Local Agencies Involved *	D14 Technical Rescue Teams

Concept & Objectives Meeting Date and/or Initial Planning Meeting Date *	N/A
Exercise Planning Team Leader and e-mail *	Shawn Green <a href="mailto:sgreen@shrewsburyma.gov">sgreen@shrewsburyma.gov</a>
Exercise Consultant (if applicable) and e-mail address *	N/A
Person(s) Writing After Action Report/Improvement Plan (AAR/IP) and e-mail *	Shawn Green <a href="mailto:sgreen@shrewsburyma.gov">sgreen@shrewsburyma.gov</a>
Check-off one of the choices below for sharing the final AAR/IP on DHS's Lessons Learned Information System at llis.gov. Selection can be revised before the AAR/IP is sent to DHS. *	<p>X Have AAR/IP available to the whole community with no password requirements for access.</p> <p><input type="checkbox"/> Have AAR/IP available only to LLIS.gov users who are verified members of the emergency management or homeland security communities and are logged into the system.</p> <p>Do not post this AAR on LLIS.gov.</p>

An Environmental and Historical Preservation (EHP) Screening Form may need to be submitted to EOPSS for DHS review and approval <u>before</u> an exercise may be conducted. Review the exercise activities and EHP Guidance, in particular FEMA Policy 108-023-1. Then indicate if an EHP review is necessary, supporting a 'no' decision with a specific justification statement. *	An EHP will be submitted separately for the outdoor activity associated with the exercise.
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\* This information can be an estimation, with an update provided later on to EOPSS.

### ERR Budget

ITEM	AMOUNT
Consultant Cost(s)	
Estimated First Responder Backfill <b>(BF)</b> / Overtime <b>(OT)</b> Cost(s) <i>(Please list by discipline.)</i>	\$37,360.00
Facility Rental Cost(s)	
Supply Cost(s) <i>(Specify and provide AELs as applicable.)</i>	

Food Cost(s) <i>(Only allowable for events 5 hours or longer; agenda and sign-in sheet required for reimbursement.)</i>	
Other Costs <i>(Specify and provide AELs as applicable. Include travel costs here.)</i>	
<b>TOTAL</b>	\$37,360.00