

# AGENDA

## CRHSAC Training Subcommittee Agenda

Tuesday September 1, 2020  
2:40 PM

### Remote meeting only

*(This meeting is held remotely pursuant to the provisions allowed by the Governor's Order Suspending Certain Provision of the Open Meeting Law General Law Chapter 30A Section 20 (<https://www.mass.gov/doc/open-meeting-law-order-march-12-2020/download>) on March 12, 2020 as a result of the COVID-19 Crisis)*

### Join Zoom Meeting

<https://us02web.zoom.us/j/83160434550?pwd=THJ0RnVyVHdKc1p4TDlRTDIwSEQrQT09>

**Meeting ID: 831 6043 4550**

**Passcode: 803817**

### One tap mobile

+13017158592,,83160434550# US (Germantown)

+13126266799,,83160434550# US (Chicago)

### Dial by your location

+1 301 715 8592 US (Germantown)

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 900 9128 US (San Jose)

Meeting ID: 831 6043 4550

Find your local number: <https://us02web.zoom.us/j/83160434550>

1. **Call To Order**
  - a) Roll call
2. **Minutes of June 2, 2020 Meeting**
  - a) Vote to Accept Minutes
3. **Financial**
  - a) FFY2018 Budget Review
    - i) Possible Vote
  - b) FFY2019 Budget Review
    - i) Possible Vote
4. **Chair Report:** Lt. Aspesi
5. **Project Status:**

**Completed Projects:**

- a) None

**Project Updates:**

- i) Project update: TRR18-5.06 – Fire District 7 Ice Dive Training (FFY2018)
- ii) Project update: TRR18-8.06 -- Spencer Stop the Bleed Training (FFY2018)-
- iii) Project update: TRR18-8.11 – Worcester Airport ASHER Training (FFY2018)
- iv) Project Update: TRR18-8.12-- Blackstone Area Active Shooter Training (FFY2018)
- v) Project Update: TRR19-5.01 -- Fire District 7, 8 & 14 Structural Collapse Training (FFY2019)
- vi) Project Update: TRR18-8.13 – Western Worcester Area ASHER Training (FFY2018)
- vii) Project Update: TRR19-18.01-- Radiological Dispersal Device Training
- viii) Project Update: TRR18-2.02 --Joint Cyber-Security Training (eLearning Lair)

**Old Business:**

**New Business:**

TRR19-1.2 MCPPO Training

- i) Possible vote

6. **New Business Unforeseen by the Chair:**

7. **Next Meeting:** TBD

8. **Adjourn**

\* This meeting is audio recorded

## Minutes

CRHSAC Training Subcommittee

Tuesday, June 2, 2020 2:40 PM

Virtual Zoom Meeting

Members Present: **Jim Barclay**, EMD, Town of Royalston; **Dean Kochanowski**, Fire Chief, Town of Dudley; **C. Thomas O'Donnell**, Police Chief, Town of West Brookfield; **Neal Aspesi**, Lieutenant, Southborough Fire & EM; **Kevin Roy**, Fire Chief, City of Fitchburg; **Nicholas DaDalt**, CMEMSC.

Attendees: **Greg Lynskey**, SWCCC; **Michael Shanley**, Worcester EM; **Matthew Belsito**, Fire Chief, Town of Sutton; **Kristen Jerome**, MEMA; **Phil Jordan**, Lieutenant, Fire Prevention Director, Town of Fitchburg; **Gary Fleischer**, District Fire Chief, City of Worcester; **Paul Normandin**, D7 Southbridge Fire; **Melissa Nazzaro**, EOPSS; **Peter Peloquin**, CMRPC; **Anthony Senesi**, CMRPC; **Ali Novak**, CMRPC.

Call to Order: Lt. Aspesi, called the meeting to order at 2:40 PM.

Minutes: Mr. DaDalt made a motion to accept the minutes of May 5, 2020, seconded by Chief Roy; All in favor, **motion approved.**

Financial: This portion was set aside until the Full Council meeting.

Chair Report: None

Project Status: Mr. Peloquin gave the updates.

Completed Projects:

TRR18-3.01 – MCPPO Cybersecurity Training (FFY2018)

All reimbursements have been submitted. Checks have been sent out to attendees.

TRR18 6.01 Heavy Vehicle Training (FFY2018)

The last reimbursement has been sent out.

Project Updates:

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

We received reimbursements for the training that occurred in January and February. There was a few paperwork issues that needed to be sorted out. There has been no change or update to the training schedule. There will be \$1,680 remaining in that line after reimbursements are completed.

TRR18-8.11 – Worcester Airport ASHER Training (FFY2018)

There is no need training date yet.

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

We just received EOPSS approval last week. We are working on the EHP with the POC. The tentative date is August 19<sup>th</sup>, potentially can get postponed.

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

Mr. Peloquin takes full responsibility, this training was not submitted to EOPSS until this morning (6/2).

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

We have received EOPSS approval. Mr. Peloquin will be working with the POCs and the Southeast Region to iron out the details.

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

We are awaiting EHP approval.

TRR19-18.01 Radiological Dispersal Device Training

We have received EOPSS approval last Friday. Chief Fleischer states that all FEMA funded training should go through Jeff Tedesco at MEMA. Mr. DaDalt states that if the course is coming out of the National Domestic Preparedness Consortium it has to go through Jeff Tedesco for approval. Typically the request goes through EOPSS through the Council and that they would contact Jeff Tedesco. Chief Fleischer stated that the dates for the training are September 22-25<sup>th</sup>. They are duplicate eight hour days. The student attendance can range from 24-25. Mr. Peloquin will reach out to Jeff Tedesco.

Old Business: None

New Business:

Statewide Cybersecurity Joint Training -as part of Cybersecurity Month, October 2020

This project came out of the Western Region. They are looking to put together a statewide month-long cybersecurity training/seminar. This would be open to everyone that is affected by cybersecurity. The Western Region is looking for up to \$15,000 from each of the regions. This will take place in October, which is National Cybersecurity Awareness month. In the cybersecurity training line we originally had \$17,000. Then we allocated \$10,000 to the Cyber MCCPO training. That total only came back to \$3,200 in reimbursements. This leaves us with \$13,800 left in that line. Which is \$1,200 shy of the \$15,000 needed for the joint training. Mr. Peloquin recommends moving \$1,200 from Line B, Mobile Resources Toolbox to Line C. The mobile resources toolbox line has 4,572.53 remaining.

Chief Kochanowski makes a motion to move \$1,200 from Line B to Line C, seconded by Chief O'Donnell. All in favor, **motion approved.**

Chief O'Donnell makes a motion allocate \$15,000 to the Statewide Cybersecurity Join Training, seconded by Mr. DaDalt. All in favor, **motion approved.**

New Business Unforeseen by the Chair: None

Next Meeting: September 1, 2020.

Adjourn: Chief O'Donnell made a motion to adjourn at 2:55PM, seconded by Mr. DaDalt, all in favor, **motion approved.**

Meeting minutes taken and prepared by Anthony Senesi, CMRPC.

**Executive Office of Public Safety and Security  
 Office of Grants and Research  
 Homeland Security Division**

**Training Review Request (TRR)**

**This form must be completed and approved by EOPSS before a federal homeland security grant-funded training may occur. Before selecting a training or training provider keep the following in mind:**

1. You must first consider available DHS-funded and state-provided trainings before seeking to hire an outside provider. DHS-funded courses are those offered by DHS/FEMA (i.e., Office of Bombing Prevention), the Emergency Management Institute, and providers associated with the National Domestic Preparedness Consortium and Rural Domestic Preparedness Consortium. More information on DHS-funded trainings is at [www.firstrespondertraining.gov](http://www.firstrespondertraining.gov) and [www.dhs.gov/bombing-prevention-training](http://www.dhs.gov/bombing-prevention-training).
2. An outside provider must meet any national standards and qualifications for both the course and trainers.
3. 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 training. For all other sub-recipients, this form must be sent in at least 30 days prior to the training (additional time recommended for DHS-funded courses).
4. Review the current version of the *Guidance for Using Federal Homeland Security Funds for Trainings and Exercises* 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 information requested below.**

Date Form Submitted	8/14/2020
Sub-Recipient Name and its POC and e-mail	Ali Novak, MPH CMRPC <a href="mailto:anovak@cmrpc.org">anovak@cmrpc.org</a> 508-459-3317
FFY & Grant Program of Funding, and PJ # if applicable	FFY2018 SHSP – TRR19-1.2
Date of Council or JPOC approval, if applicable	
Course Title & DHS course ID if applicable *	Public Contracting Training and Supplies & Services Training by MCCPO
Briefly Describe Course Purpose and Regional Need(s) - Documented Gap(s) Bring Addressed	This 3-day class is tailored to public officials involved in the design and construction of public buildings and public works.  The class will cover practical applications and effective strategies for procuring and administering these contracts.  These two trainings are requirements of being part of the Statewide Fiduciary

	Team (SWFT). The SWFT team is required to become MCPPO certified so they can better perform their job functions as they relate to procurement and purchasing.
Level of Training (awareness, performance, management, planning, conference)	Planning, Performance
Primary DHS National Preparedness Goal Mission Area	Prevention, Protection, Mitigation, Recovery
Primary DHS National Preparedness Core Capability	Planning
State or UASI Homeland Security Strategy Implementation Step (i.e., 5.9.1)	6.1.3. Develop and enhance local, state recovery plans. 6.1.4. Identify and engage stakeholders and ensure they are included in local, regional and state recovery planning.
Training Course in Sub-Recipient's MYTEP? (If yes, provide page #. If no, why is the new training necessary?)	No. These trainings are required by MAPC as being part of the Statewide Fiduciary Team.
Training Provider Name * If an outside provider, were available DHS-funded and state-provided trainings considered? <input type="checkbox"/> YES <input type="checkbox"/> NO	MCPPO
Course Date(s) *	Public Contracting Overview (\$595): October 13, 14, 15, 2020 (virtual) Supplies and Services Contracting (\$595): November 30 - January 31, 2021 (virtual)
Disciplines of Participants *	CRHSAC Program Coordinator/Manager
Attach Training Brochure or provide Web Address ( <u>not</u> the course curriculum) *	<a href="https://www.mass.gov/service-details/public-contracting-overview">https://www.mass.gov/service-details/public-contracting-overview</a>  <a href="https://www.mass.gov/service-details/supplies-and-services-contracting-online">https://www.mass.gov/service-details/supplies-and-services-contracting-online</a>
An Environmental and Historical Preservation (EHP) Screening Form may need to be submitted to EOPSS for DHS review and approval <u>before</u> a training can be conducted. Review the training description and EHP Guidance, in particular FEMA Policy 108-	EHP is not necessary. Classroom based course taught at designated training facility. Now offered online.

023-1. Then indicate if an EHP review is necessary, supporting a 'no' decision with a specific justification statement.	
---	--

\* This information can be an estimation, with an update provided later on to EOPSS.

**TRR Budget**

ITEM	AMOUNT
Instructor/Consultant Cost(s)	\$1190.00
Estimated First Responder Backfill (BF) / Overtime (OT) Cost(s) <i>(Please list by discipline.)</i>	
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>	
Travel Costs	
<b>TOTAL</b>	<b>\$1190.00</b>

Travel Cost:

- None currently, all classes being offered online due to Covid