

AGENDA
CRHSAC Training Subcommittee Agenda (Hybrid)
Tuesday, April 7th, 2026
2:15 PM
CMEMSC
361 Holden St.
Holden, MA 01520
&
<https://us02web.zoom.us/j/85817858831>

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)
 1. Discussion & vote
 - ii. Other training project updates
 - c. **Old Business:**
 - i. Medical Specialist Training (FFY23 C.02)
 1. Discussion & vote
 - ii. Last Seen Point (FFY23 D.01)
 - iii. Swiftwater Training NYS (FFY23 D.02)
 - iv. CEMLEC Special Operations Training & Exercise (FFY23 E.03)
 1. Discussion & vote
 - 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:**

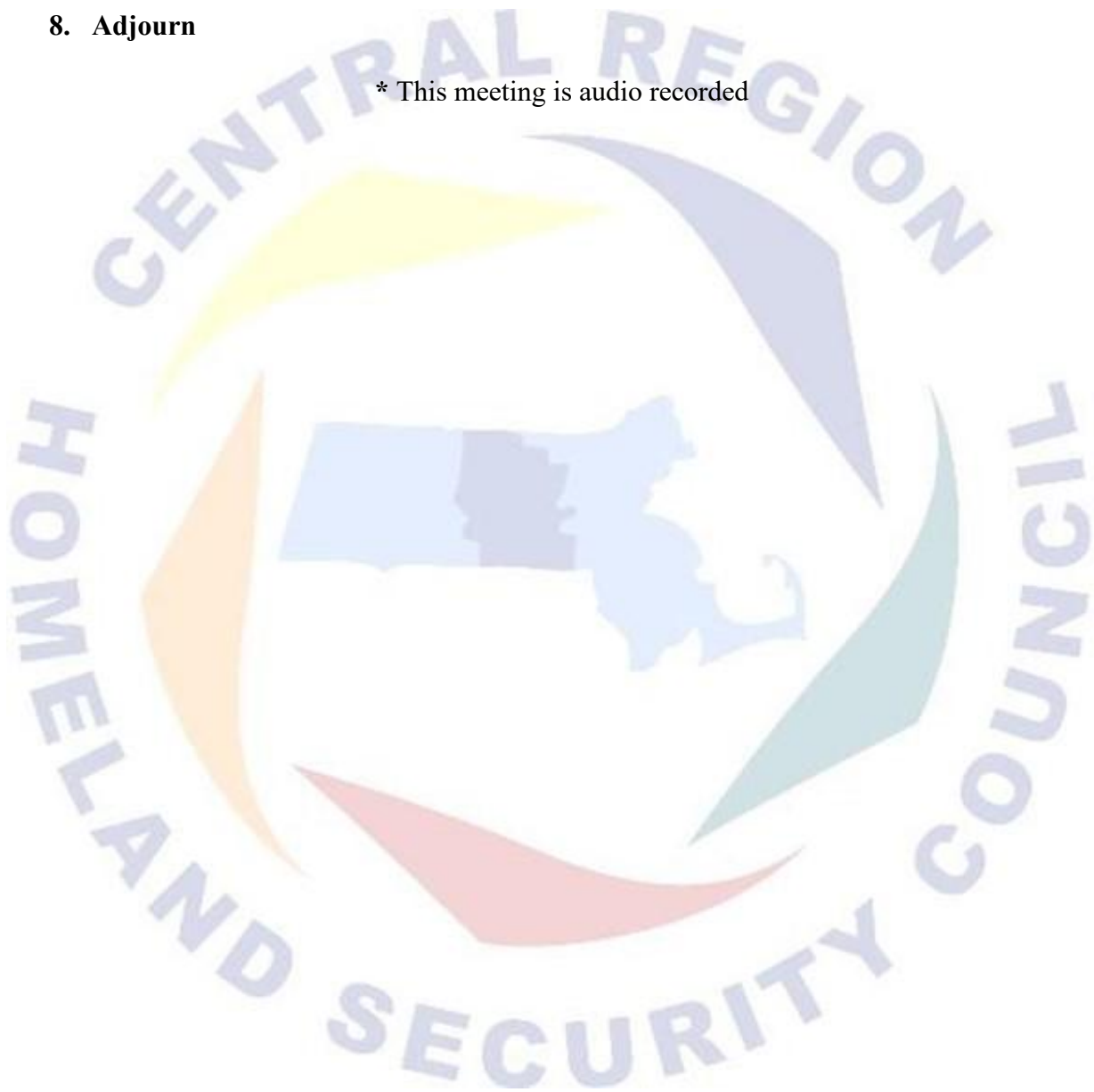
- i. Other projects
 - 1. Possible discussion & vote

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, January 6th, 2026, 2:30 PM
Zoom Meeting Platform

Members Present: **Chris Baker**, Central MA EMS Corp.; **Dean Kochanowski**, Fire Chief, Dudley; **Gregory Lynskey**, Director, SWCCC; **Gary Fleischer**, Chief, Worcester Fire; **Paul Salvadore**, Worcester County Sheriff's Office; **Chris Carelton**, NVRD; **Gerald Millette**, Chief, Warren Police; **Jeff Saad**, Police Chief, Webster Fire; **David Monty**, Westminster Fire;

Attendees: **Carli Harris**, CMRPC; **Anthony Senesi**, CMRPC; **Seth Peters**, CMRPC; **Sarah Cook**, EOPSS; ; **Richard Fiske**, MA-SWIC;

Call To Order: Chief Kochanowski called the meeting to order at 2:30 p.m.

Introductions: Tabled until Full Council Meeting.

Minutes: **Mr. Lynskey** made a motion to accept the minutes of December 2nd, 2025, seconded by **Mr. Baker**. **Motion passed unanimously.**

Financials: Tabled until Full Council Meeting.

Chair Report: Chief Kochanowski, 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: Ms. Harris gave the updates.

1. **Medical Specialist Training (FFY23 C.02)**

Ms. Harris stated that this training will take place at the Mass Task Force facility in Quincy, MA on April 27th to May 1st. This funding would be for 8 people to attend and Western will be sending 2 also. Ms. Harris stated that this funding includes attendance and BF/ OT for those who attend the training. **Mr. Lynskey motioned to approve the Medical Specialist TRR. Seconded by Mr. Baker. Motion passed unanimously.**

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

Ms. Harris stated that she is waiting on reimbursements once it begins.

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

Ms. Harris stated that she is waiting on reimbursements once it begins.

4. **Advanced Structural Shoring (FFY23 D.05)**

Ms. Harris stated that this training may be replaced with another training due to difficulty finding a suitable location.

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

Ms. Harris stated that she is working on the scope to be sent back to MAPC this week.

6. Aggressive Incident Command (FFY23 G.01)

Ms. Harris stated that this training is scheduled for 5/18- 19/2026 and 6/18- 19/2026.

7. All Hazard Incident Management Trainings (FFY23)

a. Division Group Supervisor (G.02)

Ms. Harris stated that this training will begin tomorrow.

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

Ms. Harris stated that the training is scheduled for July 2026.

9. TECC (FFY24 C.10)

Ms. Harris said that they are looking into other places to host this training. Mr. Peters suggested the MPTC Boylston Police Academy and Mr. Salvadore agreed. Ms. Harris stated that she would let the vendor know. Ms. Harris also said that they will be sending out a survey or asking around as to when to host these trainings, determining if weekends, school vacation weeks, or during a regular week is more ideal.

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

Ms. Harris stated that the reimbursement paperwork was sent to MAPC.

11. Other Projects

None

New Business:

1. Backfill and Overtime Discussion

Ms. Harris said that the draft version of the BF/ OT reimbursement policy for the council to review. Ms. Harris said that the edits from the last meeting are highlighted in yellow and the green parts are the original parts of the policy that will have to also be changed. Mr. Lynskey said that under the eligible hours section, it says that 10 hours of backfill can be submitted for. He stated that the document states under that, that the reimbursement will not exceed the advertised hours for the associated training and exercise, which in the case of ASHER, is 8 hours so they should only get 8 hours as that is the usual length of training. **Mr. Lynskey motioned to revise the BF/ OT policy to state that reimbursements will be a maximum of 8 hours per a day for overtime or backfill for CRHSAC approved and eligible training/ exercises and to further revise it that reimbursement forms and supporting documents must be submitted within 60 days after the last day of the training or exercise while adding the language in yellow which follows. Seconded by Mr. Baker. Motion passed unanimously.**

2. Other Projects

None

New Business Unforeseen by the Chair: None.

Next Meeting: TBD

Adjourn: **Mr. Lynskey motioned to adjourn the meeting, seconded by Mr. Salvadore. Motion to adjourn passes unanimously. Meeting adjourned at 2:45 p.m.**

Minutes taken by Carli Harris

Minutes approved on _____.



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: Tabled until next meeting.

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

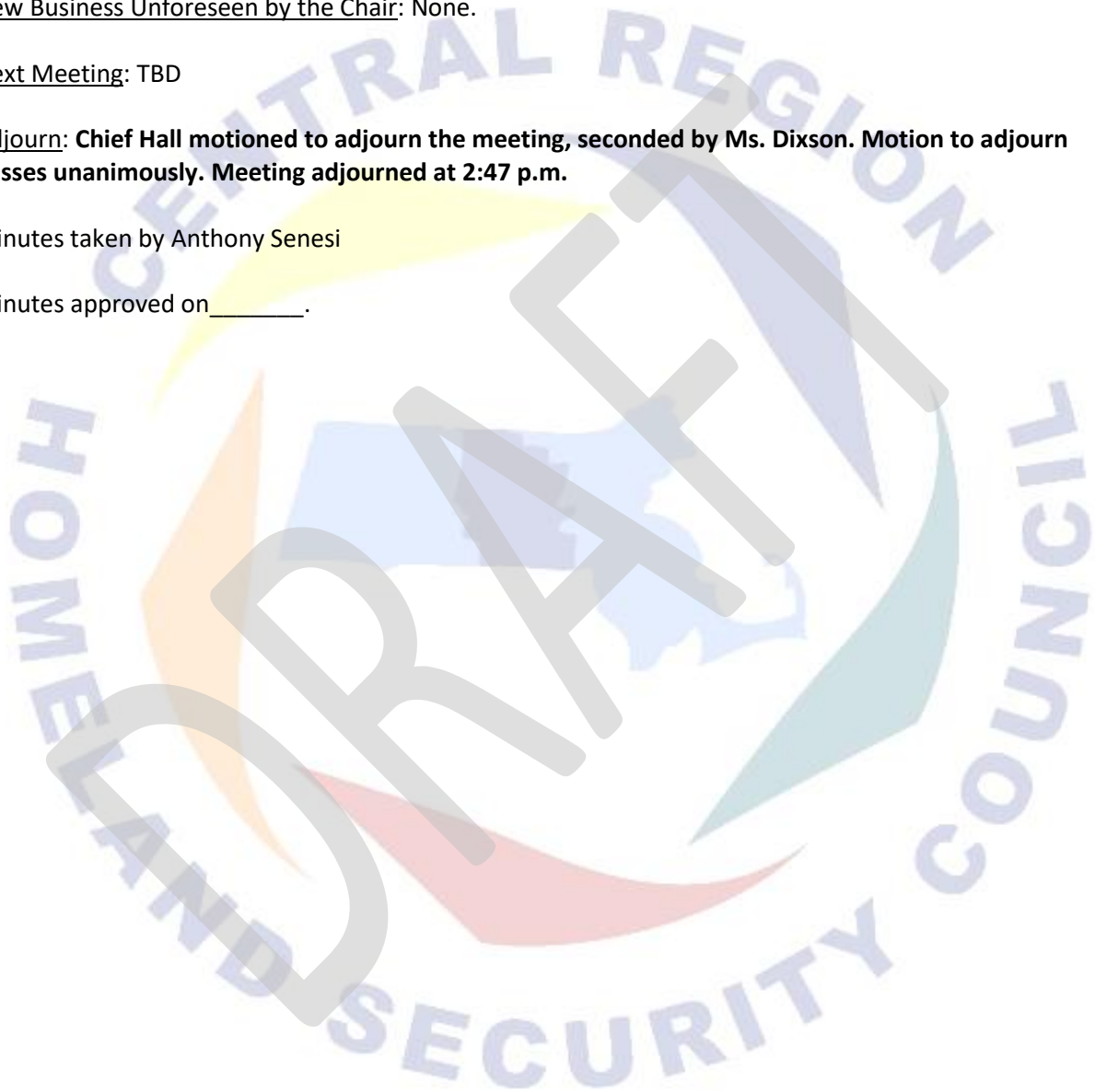
New Business Unforeseen by the Chair: None.

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_____.



**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 and 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.

Please provide the information requested below.

Date Form Submitted	12/12/2025
Sub-Recipient Name and its POC and e-mail	Jonathan Martin jmartin@auburnma.gov
FFY & Grant Program of Funding, and PJ # if applicable	FFY23 C.02 SHSP
Date of Council or JPOC approval, if applicable	1/6/2026
Course Title & DHS course ID if applicable *	Medical Specialist Training
Location of Training	Beverly, MA
Briefly Describe Course Purpose and Regional Need(s) - Documented Gap(s) Bring Addressed	This specific training has been identified as a shortfall during several training sessions, responses, and mobile exercises. The region has received training in a variety of technical disciplines; however, the point of the training is to rescue victims which require medical attention which cannot be easily afforded to them properly without

	<p>this specific training. MA OEMS has provisions for aid that can be rendered in technical rescue operations that the Central MA Tech Rescue team is unable to follow as there are not currently any members with the required training. This training would also permit the team to be deployed further than just its local region (I.e. throughout the Commonwealth or into New England). These specially trained members are also responsible for providing care to members of the team, both human and K9, during operations/incidents.</p>
Level of Training (awareness, performance, management, planning, conference)	Performance
Primary DHS National Preparedness Goal Mission Area	Response
Primary DHS National Preparedness Core Capability	Mass Search and Rescue Operations Public Health, Healthcare, and EMS
State or UASI Homeland Security Strategy Implementation Step (i.e., 5.9.1)	Public Health, Healthcare, and Emergency Medical Services Critical Transportation
Training Course in Sub-Recipient's MYTEP? (If yes, provide page #. If no, why is the new training necessary?)	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.
<p>Training Provider Name *</p> <p>If an outside provider, were available DHS-funded and state-provided trainings considered?</p> <p style="text-align: center;"><input checked="" type="checkbox"/> YES</p> <p style="text-align: center;"><input type="checkbox"/> NO</p>	Massachusetts Task Force 1
Course Date(s) *	April 27 th to May 1 st 2026
Disciplines of Participants *	EMS- Paramedics
Attach Training Brochure or provide Web Address (<u>not</u> the course curriculum) *	matf.org
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 108-023-1. Then indicate if an EHP review is necessary, supporting a 'no' decision with a specific justification statement.	<p>EHP is not needed as it is a designated training site by FEMA.</p> <p>Massachusetts Task Force 1 Cache & Training Site 43 Airport Road Beverly, MA 01915</p>

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

TRR Budget

ITEM	AMOUNT
Instructor/Consultant Cost(s)	\$3,275.00 x 8 people= \$26,200.00
Estimated First Responder Backfill (BF) / Overtime (OT) Cost(s) <i>(Please list by discipline.)</i>	\$40 per hour x 40 hour class x 8 people= \$12,800.00
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>	
TOTAL	\$39,000.00

Council Approval:
Sent to EOPSS:
EOPSS Approval:

**Massachusetts Executive Office of Public Safety and Security
Office of Grants and Research - Homeland Security Division
Project Justification Template**

- I. **Project Name and Number: – TRR 23-5.03 CEMLEC Advanced Critical Incidence Response Training**
- II. **Homeland Security Region: Central, FFY2023**
- III. **Anticipated Project Date Range: Spring 2025**
- IV. **Project Description: Community First Project: Advanced Critical Incident Response Training**

The primary mission of Community First Project (C1P) is to make communities safer by providing cutting-edge training and technology to law enforcement agencies. C1P is a service-disabled veteran-owned company founded by tier one Navy SEAL and Army Special Forces veterans to counter the impact of high-stress incidents on the safety and well-being of law enforcement personnel and their communities. Critical, officer-involved incidents dominate headlines as law enforcement officers face an increasingly complex and challenging environment. Our nation has asked these men and women to serve their communities, but we have failed to provide them with the necessary funding, training, and equipment to meet today's growing threats. Our goal at C1P is to provide comprehensive and up-to-date tactical and operational training that allows our officers to serve, protect, and survive. We are passionate about serving the Law Enforcement Community, which we consider underfunded and undertrained.

Proposal Summary: The CEMLEC SWAT Team and Community First Project (C1P) propose a partnership in which C1P will mentor and train through multiple facets of their organization, including education, instruction, and sustainment. C1P will also review and advise on best practices for standard operating procedures (SOP's) and tactics, techniques, and procedures (TTP's), to better prepare the ISP for ongoing internal training.

Funding Year, Source, and Justification Area:

FFY 2023 SHSP Justification Area: On-Scene Security, Protection & Law Enforcement
"CEMLEC Special Operations Training & Exercises"

Project Management and Participants:

Michael Shaw, Chief Webster Police Department shawm@websterpolice.com
Seth Peters, Homeland Security Program Manager speters@cmrpc.org
Carli Harris, Cyber and Homeland Security Planner charris@cmrpc.org

V. Milestones:

Milestones	Tasks/Activities	Start Date	Completion Date	Estimated Cost
TRR prep/submission		February 2025	February 2025	\$0.00
CRHSAC Review		March 2025	March 2025	\$0.00
Approval process		March 2025	March 2025	\$0.00
Procurement		March 2025	April 2025	\$0.00
Course roll out		May 2025	June 2025	\$0.00

VI. Budget Plan by Cost Category:

Planning	\$0.00
Equipment	
Training	\$22,801.25
Exercises	
Maintenance	
Organization	
Total	\$22,801.25

VII. Budget Detail:

Cost Category	Description	AEL #	Quantity	Unit Cost	Total
Training	Rapid Response		1	22,801.75	22,801.75
				GRAND TOTAL	\$22,801.75

FEMA Authorized Equipment List numbers (AEL #) can be found [HERE](#).

How much of the above project total amount is for Law Enforcement Terrorism Prevention-oriented Activities?

VIII. Typed Resources: For FFY 2011 funds and beyond, for each equipment or training expense cited above, please provide the requested information in the table below:

Description (from above table)	Core Capability Supported	NIMS or State/Local Typed Resource Supported (if typing guidance exists at fema.gov/resource-management)
Training	Response	

List of FEMA's 32 Core Capabilities can be found [HERE](#)

IX. EHP Review:

X. SIEC Review:



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.