**Training & Exercise and Planning Subcommittee**

**Meeting Minutes**  
Meeting held via Zoom and in-person at SRPEDD  
  
**September 5, 2023 – 9:00 A.M.**

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| **Members Present** | **Guests Present** | **Support Staff Present** |
| Lt. Robert Stephanian, PCSO, Chair Chief Brian Clark, Norton PD Chief Thomas Lynch, Franklin PD Robert Verdone, SEMRECC | Brian Evangelista, Region V EMS Chief Chris Soffayer, Millis PD Leo Reardon, Canton FD Chief Mark Duphily, Carver PD Michael Valkanas, MD, FACEP Chris Delmonte | Todd Castro, SRPEDD  Kevin Ham, SRPEDD Joseph Monet, SRPEDD Kayla Toner, EOPSS |

**Members Absent:** Kevin Sweet, Wrentham TA; Stacy Lane, Norwood Public Health; Chief Mike Kelleher, Foxborough FD  
  
The meeting agenda was taken out of order.

1. **Call to Order:** Chairman Stephanian called the meeting to order at 9:04 A.M.
2. **Roll Call:** A roll call was done by Mr. Ham.
3. **Public Comment:** No public comments were provided.
4. **Approval of March 31, 2023, Minutes:** The March 31, 2023, draft minutes were approved as presented.
5. **Fiduciary Report:** Mr. Castro mentioned that FY20 funds are doing well with regard to being spent down. He stated that they have received a $12,000 invoice from Ross and Baruzzini, which will help spend down funds. However, he indicated that because FY20 is set to expire in December of 2023 and because approximately $102,000 remains in the Interoperability line item, those funds will not be fully utilized in time. He stated that we cannot leave funds on the books. Therefore, Mr. Castro recommended that those funds be reallocated to a project whereas the funds could be utilized immediately. He mentioned that FY21 funds expire in June of 2024. There remains a lot of unspent monies within the Interop and Fire Services line items. Mr. Castro stated his main concern is FY20 and spending those funds down. He reported that FY22 is full of projects and looking good. Chairman Stephanian asked if the fiduciary had any projects in minds for spending down FY20. Mr. Castro mentioned that METRO and SEMLEC both have projects that would help spend down those funds. Chief Duphily mentioned that he has a similar project that METRO did with updating headsets that would have the wires changed out. He mentioned the cost is about $17,100 for the wire, the connection connects the portable radio, to the SWAT operator’s headset. He stated they need one for each radio and the old wires don't work anymore. Mr. Ham mentioned they we do need a lot of items for COMM sets for the Cape. Chief Stephanian mentioned maybe reach out to the Cape see what they need. He asked Chief Duphily what the full amount was for his full project. Chief Duphily stated that it about $41,000. A motion was made and fully supported to purchase Communication Headsets, Push to Talk Wiring and Connectors for METROLEC and SEMLEC SWAT with the remainder of FY20, unallocated Interoperability funds.
6. **FFY 21 & 22 Available Funding/Plan/Projects**: Mr. Castro and Mr. Ham discussed the items below.
7. **FFY20 – Interop Consultant $114,075.66**: Ross and Baruzzini continue to continue to work on reviewing BAPERN sites in the Southeast on behalf of the council. This includes path surveys and analysis of needed equipment.
8. **FFY20 – Bridgewater Cache Equipment Repairs $26,254.28**: Mr. Ham mentioned that   
   this project has been around for a while, and we need to determine what we are doing with it. He mentioned that he spoke to the Fire Chief in Bridgewater, and we need to figure out if we need to give them a deadline. Mr. Castro mentioned that it would be better to push it to FY21 and reallocated the funding. Mr. Ham mentioned we need to know if this will move forward by the October Council meeting.
9. **FFY21 – Allocated Projects Discussion: Mr**. Ham mentioned that this is just a recap on what projects are allocated in FFY21.
10. **FFY22 – Allocated Projects Discussion**: Mr. Ham recapped the FFY22 projects.
11. **Procurement of New Command Post:** Chief Clark mentioned this has been around for twenty years now. He mentioned that METRO and SEMLEC have put a lot of money into both the Command Post for teams. He mentioned the technology has changed quite a bit and the current one is getting worn down. He mentioned this must be a regional asset and he understands through Kevin Stanton that the Council can lease this type of vehicle. He mentioned maybe a 10-year lease. Chief Clark mentioned back in the day the Council purchased the current one and that was when the Council used to get $7 million in funds. He mentioned now the Council is receiving $1.5 million. Chairman Stephanian mentioned we need a vehicle that has new technology and they have done a good job updating the current Command Post; however, we are outgrowing it. He mentioned it is long over and in the past 3 to 4 years it has needed significant repairs. Mr. Castro mentioned the current quote he has is for $1.1 million for a new Command Post and that is a two-year built out. He mentioned we can pay a yearly payment as we do have funding and it is in the plan. He mentioned we have funds for a large down payment. Mr. Castro mentioned that he is not against this project, but in 2-years he is not sure how we will support this project with other items that need to be purchased. He mentioned we need to find out if there is a trade in value for this post.   
      
    Chief Clark mentioned that this is going to be a $1.5 million project. Chief Clark mentioned that we need to set a deadline for this project by the next Council meeting. Mr. Castro mentioned that this will be discussed at the next Council meeting.  
      
    A motion was made, seconded and approved to support the Procurement of a new Command Post and set a deadline for the project. UNANIMOUSLY APPROVED
12. **Procurement of Drone Tethers and NIST Lanes:** Mr. Ham explained the procurement of the Drone Tethers and NIST lanes. He mentioned that this project was discussed in the past. He explained the funding for this project is all one big pot for Drone Regionalization and this procurement. He mentioned that they would like to build out their drone systems. Mr. Ham mentioned we do not need a motion for funding we just need a motion to support the project. He mentioned the funding for the Drone Regionalization will be out this this project instead.  
      
    A motion was made and seconded to support the Procurement of Drone Tethers and NIST Lanes. UNANIMOUSLY APPROVED
13. **Drone Regionalization**: This was discussed above.
14. **Blood Transfusion Paramedic Request**: Dr. Valkanas explained the Blood Transfusion Paramedic funding request. He stated that he is requesting funding to establish a pre-hospital transfusion program and requesting funding for equipment and training purposes. Dr. Valkanas stated once established, this program will be available as a mutual aid asset to local communities but also as a call for law enforcement and fire rescue as necessary. He stated the program closely aligns with the goals of the federal department of homeland security mission to check and respond to terrorism, catastrophic events as ASHER, etc. The background is that if an incident such as the Boston Bombing were to occur outside of the greater Boston area such as the XFINITY Center in Mansfield, there would be a significant delay in definitive care in having access to whole blood would provide a lifesaving bridge. He mentioned availability of blood for immediate force protection will be lifesaving event resulting in uncontrolled hemorrhage should occur. As background whole blood has been used in the emergency department in hospitals for over 100 years. Initial resuscitation, paramedics currently use normal saline to maintain blood pressure. This program be the initial program in the state. Our hope is then to use what we learned from this. As we established program, and then provided throughout the year, the region in Massachusetts, we have a list of funding, we need the funds for any questions that you have. Mr. Castro mentioned that $30,000 is the amount for the funding the request and he asked if that was a solid number or is more needed.   
      
    Mr. Reardon mentioned that number is based on the funding to stand up the initial unit here in Canton, we base that on utilizing the equipment that they are going to need to be able to stand that unit up. He stated their plan is to be able to have this be a repeatable process so that they can start here with the initial program, and then have additional units placed throughout the region, so that we can effectively cover that area.  
      
    Mr. Ham asked if there are any other types of medical approvals needed. Dr. Valkanas mentioned yes, they are working towards approval with the state to have it as an option within the statewide protocols and paramedics can function at that level. He mentioned he is working with DPH as well as Boston Medical Center with their Trauma Service. Mr. Reardon mentioned they have gone through the initial approval process; it is through those initial phases. Now it's at the State Medical Director and DPH for their review. He mentioned it has gone through a portion of the approval process. Mr. Valkanas is hoping it will all be approved by this fall.  
      
    A motion was made, seconded and approved to support the Blood Transfusion Paramedic request and to go before the Council’s next meeting. UNANIMOUSLY APPROVED
15. **SRAC Highway Barriers:** Mr. Ham stated that in the past this was a project that the Council funded years ago. Currently, there are about sixteen barriers scattered around the Bourne and Sagamore bridges. The barriers were purchased in the event that the bridges were to be shut down. Over time, due to lack of use and maintenance the barriers do not work properly and need to be removed. Mr. Ham would like permission to work with different entities such as Barnstable County, MassDOT and possibly the Mass National Guard to have them removed and given to the Technical Rescue Teams for training purposes. A motion was made, seconded and approved to support relocation of these barriers.
16. **FFY 23 Plan Discussion:** Mr. Ham mentioned that the funding will be coming soon for FFY23. He mentioned the total funds are $1,184,749.15.
17. **New Business/Old Business:** Mr. Castro mentioned that the motions that were taken today will be discussed under Items not reasonably anticipated by the Chair 48 hours in advance of the meeting at this Thursday Council since we are running against Open Meeting Law.
18. **Items not reasonably anticipated by the Chair 48 hours in advance of the meeting:** None
19. **Next Meeting/Adjournment:** The next T&E and Planning subcommittee meeting will be held on October 3, 2023, at 9:00 AM via Zoom. The meeting was adjourned at 10:01 AM.