



To: Captain Rick Tustin, Chairman, MREPC and MREPC Membership
From: Lt. Mark Rudolph, Training Sub-Committee Chairman
Date: 9/15/2016
Subject: Training Sub-committee Report, September 20 2016

1. October 18 2016 Full Membership Training Meeting

- a. The October full membership training meeting will be held from 9am to 1:00 pm on Tuesday, October 18, 2016 at the Four Points Sheraton Hotel in Wakefield. Registration will begin at 8:30 am.
- b. Scheduled agenda
 - i. Len Wallace, EPA, Tier II Reporting
 - ii. Len Wallace, EPA, CAMEO Briefing, Beyond the Database
 - iii. MEMA-ECEMP Update – Changes and Solutions to Problems
 - iv. Role of Business
 - v. Community Incidents – Revere Tornado, Saugus Fire Chief

2. Recap of planning for the MREPC Functional Exercise

- a. ***Chairman Rick Tustin mentioned to attendees at the Spring Membership Training Meeting that the Functional Exercise would have to be postponed until 2017 due to additional requests for information and documentation from NERAC after review of our request for funding. The exercise planning team will meet again in September to review additional documentation for presentation to NERAC. This will include discussion of a survey that will be emailed to all MREPC members with results distributed at the October 18th training meeting.***
- b. Captain Rick Tustin and Lt. Mark Rudolph presented the MREPC's request for funding of this exercise to the NERAC Training and Education Committee on Thursday April 14th. The T&E Committee requested that MREPC revise its proposal for funding to include what steps our member communities and agencies/organizations that participated in the TTX have taken to address issues highlighted in the After Action Report / Improvement Plan. The committee has now made this a requirement. This will involve the MREPC training committee to quickly develop and distribute a short online survey questionnaire to all members in the next few weeks to document improvement plans and steps already taken. It is imperative that all members participate in this survey as quickly as possible to ensure that we receive funding to facilitate the functional exercise.
- c. The Functional Exercise is based on the Situation Manual developed for the successful tabletop exercise conducted in December 2014 as well as the After Action Report / Improvement Plan that was completed after the exercise and distributed to all exercise participants by email in early 2015.

- d. The Functional Exercise Planning Team conducted a third Concepts Meeting at the conclusion of the April E-Board meeting to discuss the issues raised by the NERAC Training and Education Committee (NT&EC) regarding the funding request. The NT&EC raised several concerns including:
 - i. Most importantly, “What steps have been taken by the MREPC to determine if member communities and organizations have implemented any of the recommendations in the After Action / Improvement Plan?”
 - 1. Included are the need for additional Incident Command System Training and completion of same; a minimum requirement of all future exercise attendees to have completed NIMS 700 and ICS100 as a prerequisite; the completion of ICS300 and ICS400 to participate in Unified Command at an exercise; the Implementation of new Policies and Procedures to reflect changes made in the agency/organization; and whether the Institutionalization of NIMS as required by former Governor Romney’s Proclamation in 2005 has occurred.
 - 2. These are lofty expectations that the NT&EC is planning to require for all future requests for exercise funding.
 - 3. The exercise planning team decided that a survey emailed to all MREPC community points-of-contact would be beneficial in determining if the agencies/organizations have made any headway in implementing strategies noted in the After Action Report / Improvement plan.
 - 4. The NT&EC did not immediately deny our request, but instead tabled it for future discussion after the MREPC addresses these issues.
 - e. The second Concepts Meeting was held at the conclusion of the February E-Board meeting. A total of 11 E-Board and region members attended the 30-minute meeting. The group reviewed the applicable objectives that they would like to include in the Functional Exercise.
 - f. The Initial Concepts Meeting was held at the conclusion of the January E-Board meeting at Wakefield Public Safety Center. Nine E-Board and region members volunteered to assist with the planning and development of the exercise along with the selected vendor. The group reviewed the Situation Manual from the Tabletop Exercise held in December 2014.

3. Scheduled MEMA Training

- a. 9/27-9/29/2016: ICS 300 at Boston North Technology Park
- b. 10/11-10/13/2016: ICS300 at Concord Police Department.
- c. 11/2-11/3/2016: ICS 400 at Boston North Technology Park.
- d. 11/29-12/1/2016: ICS 300 at Del Valle Institute.
- e. 12/6-12/7/2016: ICS 400 at Concord Police Department.

4. MEMA Resources

- a. Go to <http://www.mass.gov/eopss/agencies/mema/> to locate “Map Resources,” “Live Weather Radar and Forecast Resources,” and “Power Outage Viewer” maps and tools.

5. Del Valle Institute, Boston

- a. Has several course offerings scheduled over the next several months. Go to: <https://delvalle.bphc.org> for more information on these and other available training programs.

6. FEMA ICS Resource Center Training Materials Site:

- a. The National Incident Management System (NIMS) Training Program identifies those courses critical to train personnel capable of implementing all functions of emergency management. This program establishes the NIMS core curriculum to ensure it adequately trains emergency and incident response personnel to all concepts and principles of each NIMS component.
Go to: <http://training.fema.gov/EMIWeb/IS/ICSResource/TrainingMaterials.htm>.

8. Twitter Account;

- a. The Mystic Region EPC has a Twitter account. The name is @MysticRegionEPC. Go to www.twitter.com/MyticRegionEPC
- b. If you have a Twitter account please follow @MysticRegionEPC.

8. Mystic REPC website:

- a. The revised website for the Mystic Region is available to users at www.mysticrepc.org. All Tier II Reports should be submitted electronically at the website.
- b. A “**Training**” page has been added to the website so that important training information, scheduled classes and resources can be posted on the website for our members. Please send me an email at mrudolph992@gmail.com with your thoughts and ideas for this page. All previously issued training reports and other training materials will be added to the page for review.

9. Development of a “facebook” account for the MREPC:

- a. The MREPC Executive Board approved the development of a “facebook” account as an additional tool to assist our member communities and organizations. Robert Verdone, Deputy Director of Emergency Management and 9-1-1 for the City of Chelsea, is spearheading the development of the site. Please send your ideas, previously completed exercise information, official exercise and/or training photographs, and other materials you would like to add to the site to rverdone@chelseama.gov.

10. Questions and comments should be sent to Lt. Mark Rudolph, Medford Police Department, at mrudolph992@gmail.com.