**THE COMMONWEALTH OF MASSACHUSETTS  
EXECUTIVE OFFICE OF PUBLIC SAFETY AND SECURITY**

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**MASSACHUSETTS EMERGENCY MANAGEMENT AGENCY**  
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SERC MEETING MINUTES – 09/13/2022

Via Microsoft Teams

**In Attendance:** Gifford, Lorri; Kolhonen, Matthew; Bowen, Janet; Viveiros, John; Barry, Robert; Mannion, James; Bryant, David; Mittelstaedt, Martha; Illingworth, John; Bellemare, Katy; Castro, Mike; Perella, Anthony; Fisher, William; McDonough, Bud; Morrissette, Paul; Mulveyhill, John; Nascarella, Marc; Galligan, Kevin; Sleiman, Ally; DiGregorio, David; Beaulieu, Andrew; Beaulieu; Brantley, Dawn; Goldberg, Andy; Sardella, Lauren; Colley, Charles; Soriano, Renee; Trask, Jeff; Suarez, Kenyi; Munroe, Mark

**Welcome:**

John Viveiros welcomed the group and reviewed the Executive Order regarding Public Meetings in a virtual environment. For today’s meeting, all members will be participating remotely. Recording is allowed, Kenyi Suarez will be recording from MEMA. All others who planned to record were instructed to identify themselves. No one identified themselves as recording the meeting.

**Review and Approve Meeting Minutes**:

John Viveiros asked for a vote on the previous meetings minutes from February 22thand July 19th.

Meeting minutes for 02/22/22 – Unanimously approved.

Meeting minutes for 07/19/22 – Unanimously approved.

SERC Nomination Letters – John Viveiros mentioned to everyone that nomination letters have been sent to SERC members. We are working on recruiting members for organizations with vacant positions that are part of the SERC per By Laws.

**EPC Certification Application for review:** East Longmeadow Certification.

John Viveiros, reviewed the following community’s full certification application, which was approved by the SERC members.

East Longmeadow – Chief Paul Morrissette, presented to the membership for a full 5-year recertification. Unanimously approved.

* John Viveiros spoke on the review of the application and how evident it was that a lot of work had been put into completing the application by Chief Morrissette. He also referenced the support of MEMA Regional staff in assisting with ensuring that the application was complete.
* Chief Morrissette – Thanked John and explained that the process is in depth and challenging especially because they have lost a lot of contact information and personnel along the way.
* Bob Barry – Spoke on Chief Morrisette’s work and stated that he had done a good job with the application as well as managing Tier II data and all hazards planning. The staff at MEMA East are proud of the work that Chief Morrissette has done; they are a very active group.
* Dave DiGregorio - Chief Morrissette is also a member of the District 4 hazmat team; he is meticulous in everything he does and Dave DiGregorio has no doubt that this plan had a lot of thought put into it.

Dave DiGregorio motioned to approve; Bud McDonough 2nd motioned to approve.

Unanimously approved.

**Registration Form** - John Viveiros spoke on the effort to allow the SERC to collect information from local EPCs. The SERC Registration process will not only assist communities with EPCRA compliance but will also provide tools to make better use of trainings and HMEP grants. We will review the bylaws and determine if a revision is necessary to incorporate the SERC Registration.

**Subcommittees:** We would like to have active subcommittees with active participation from SERC members. We plan to discuss internally and will provide more information at the next SERC meeting

**Tier II Reporting:** We are still receiving requests for information and are getting prepared for the next reporting year. We will be acquiring 75 new licenses to assist communities with managing the data and will be working on a distribution plan with our regional offices.

**HMEP Grants**: 2022-2023 – Lorri Gifford

* MEMA’s total allocation $311,043
  + Department of Fire Services (DFS) $132,000
  + MA Hazardous Material Tech Conf (MAHMT) $51,812
  + Subgrants Local / Regional Emergency Planning Committees (LEPC/REPC) $127,231
* Replace the SERC Certification requirement with SERC Registration
* LEPC/REPC must be registered with the SERC to be eligible to apply for HMEP funds
* Competitive subgrant
  + $5,000 for LEPC
  + 10,000 for REPC
* Only activities that fall within the following priorities will be considered for funding:
  + EPCRA compliant hazardous material emergency response plan development / updates
  + Hazardous material transportation related exercises
  + Hazardous material related training

The group decided to approve Lorri’s proposal of HMEP grant recommendation unanimously.

Motion to approve Kevin Galligan and 2nd Martha Mittelstaedt

**Janet Bowen, EPA –** Spoke on the purpose of the Emergency Planning and Community Right-to-know Act (EPCRA) – Slides are available for distribution.

Contact information: Len Wallace 617-918-1835, [Wallace.len@epa.gov](mailto:Wallace.len@epa.gov)

Janet Bowen 617-918-1795, [bowen.janet@epa.gov](mailto:bowen.janet@epa.gov)

**James Mannion – MEMA East –** They are very active attending Local or EPC meetings that they get invited to. James mentioned how exited the region is with introducing the registration process in their planning meetings to help get communities registered or certified.

**Bob Barry – MEMA West –** Thanked the SERC for supporting the certification of East Longmeadow. They have two more applications which they will be submitting for the next SERC Meeting.

**Facilitated Discussion**

**John Viveiros -** Will send out information on the next SERC meeting. John also mentioned that although this virtual meeting worked out for everyone there is certainly a benefit to holding them in person. John is working on finding ways to accommodate folks who have a hard time making these meetings at MEMA HQ.

**Keving Galligan – Annual conference in Plymouth next week.**

John Viveiros stated that the next meeting would be on December 13, 2022, at MEMA Headquarters,

10 AM to 11:30 AM.

**End of Meeting**:

Bud McDonough motioned to adjourn the meeting, Marc Monroe 2nd the motion. Motion approved

Next SERC meeting date is December 13th at MEMA Headquarters.