**Massachusetts Tech Rescue Policy/SOG Subcommittee**

Approved Meeting Minutes

December 12, 2023

 Thursday, August 10, 2023

 Virtual Meeting via Microsoft Teams

A Virtual Meeting via Microsoft Teams of the Massachusetts Tech Rescue Policy/SOG Subcommittee was opened at 11:09 am by Chairman, Chief Matthew Belsito.

Members in attendance remotely. Roll Call taken:

Chief Matthew Belsito, Chairman-Sutton Fire

Paul Betti, Deputy Dir of Special Ops

Linda Crowley, DFS;

Chief Robert O’Brien-Hanson Fire;

Deputy Chief David Randolph-Brookline Fire;

Daryl Springman – Northampton Fire

Cheryl Barker, Admin Sutton Fire, guest

**Approval of Minutes:**

**Motion:** A motion was made by Chief O’Brien to accept the minutes of the July 13, 2023 meeting. The motion was seconded by Daryl Springman and with no further discussion was passed by Roll Call Vote: Chief Belsito, yes; Paul Betti, yes; Chief O’Brien, yes; Dep Chief Randolph, yes; and Daryl Springman, yes.

**Tech Rescue Policy/SOG Subcommittee Correspondence:**

Director Betti, none, Chief Belsito, none, Membership, none.

Response to questions posed by the Committee to Deputy Director Betti would be discussed under Old Business.

**Old Business:**

**Review of Old Items for SOG/SOP:**

**Discussion-Tiered Response-**Mr. Springman advised that he did dive into the FEMA manual and does not see how the committee would be able to match the practices in the FEMA documents with the policy the committee received from the Training Committee. He stated that the MTRT Response Tier Level Document would be a better match with State Response. The HazMat response is very similar to this Tier Level Response document as well.

**Equipment Response-**Operational could be added to the MTRT Response, Tier Level document. Chief Randolph added that per his contact in Boston, they are following the NIMS, using both their own and regional resources for Type 1 and 3 Water Rescue Incidents. **Water Rescue** is one type of incident that doesn’t correlate with State disciplines. The committee could use the existing Tier Level Response Level document and define it better. Chief O’Brien added that what the committee is talking about is using NIMS typing for **Structural Response** and if more resources were needed the Team Leader could call for more. NIMS typing would be great for Structural and/or Water Incidents.

Chief O’Brien feels what is needed is a **matrix** showing the breakdown of response, especially for Structural and Water Incidents. Some incidents would be typed and some would be customized. The Committee needs to start a working document. Chief O’Brien stated that he doesn’t think there is a rush to complete this document because operationally the Council is not there yet. Each Committee member could take a specialty and work on it. The committee needs to create a Tier Definition and add it as an SOG/SOP, showing a Definition of Response, a Matrix showing type of response and detail of specific equipment and manpower numbers. There will be problems if

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**Old Business: cont’d.**

**Review of Old Items for SOG/SOP:**

manpower is not addressed, especially when it comes down to payroll and the management of personnel. The Committee can stay with the Hazmat model for now, pull out what the incident is and the number of personnel requesting. Chief Belsito will touch base with the Chairman of the Training Committee to arrange a joint meeting with them to get a clarification as to the intent of their policy. FF Springman was asked if he could take what is there and format it into an SOG/SOP. This would be specific to how the team would be activated and the number of personnel needed. It was proposed to have an SOG/SOP drafted prior to the meeting with the Training Committee so that this Committee could accept what was being presented to the Training Committee.

Definitions and terminology would be ongoing. Also discussed was to include an appendix so that everyone would be on the same page with regards to terminology.

Chief Belsito agreed that a joint meeting to discuss Tiering with the Training Committee would be a good one. This would enable us to better understand what they’re thought process was when creating the policy. We could then put it in a SOG format and pass it back to the Training Committee for their review. Deputy Director Betti suggested a definition of terms.

**Rehab Policy**: Deputy Director Betti reported that this policy has been pushed to the Council. He found confirmation in the old meeting minutes. He also found that the SOP/SOG Template was accepted. Having a copy of the spreadsheet that this committee has been using to track the progress of each SOP, the Deputy Director brought it up on a shared screen to show the committee the information he added to the spreadsheet.

**AAR Policy:** Chief O’Brien will send the AAR Policy to the Deputy Director.

**Response to the Committee’s questions** by Deputy Director Betti and Ian McGregor, Chairman of the MTR Coordinating Council:

Question 1: The Committee is requesting feedback on SOG/SOP’s submitted to date.

Response: Director Betti and Mr. McGregor have been doing research into the old minutes of the Council’s meetings to see what has been accepted. When he finds an SOG that has been done, it will be put into a folder in **SharePoint.**

Question 2: Are there any SOG/SOP’s that the Council has not put forth to the Subcommittee that would need to be developed.

Response: This will be an agenda item at the next Council meeting in August.

Question 3: Does the Council have an official definition of “State Technical Rescue”?

Response: This will also be added to the Council meeting agenda in August.

Question 4: There needs to be delineation between responses that need to be included and/or excluded from Subcommittee’s SOG development, ie Fire Department response to a rescue vs Tech Team response.

Response: This will also be added to the next Council meeting agenda in August. There is a Con Op document that has been referenced by Mr. McGregor in SharePoint. This information could be added to the Mission Statement.

Question 5: Legislation is needed to address the funding of Tech Rescue and using D4H for data collection. This would help the committee with document development.

Response: Director Betti advised that they met with Management and got approval to start asking for money for the State Team for FY25 and for D4H funding through the State, until DFS is named fiduciary.

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**Old Business: cont’d.**

**Response to the Committee’s questions cont’d**

Deputy Director Betti advised that the following folders are on SharePoint:

Mass Tech Policy Subcommittee and Mass Tech Rescue SOG’s.

Chief Belsito complimented the Deputy Director on the outstanding job he has done bringing this all together.

**New Business**

None.

**Other Matters Brought Before the Committee**

**DFS Policies:** FF Springman stated that DFS already has a number of policies in place. The Committee should go through them to see if any of those policies should be moved over to the committee as SOG’s. Deputy Director Betti advised that they did find some DFS premade policies that could be reviewed to determine if any should go before the committee as an SOG. There is no need to reinvent the wheel.

Chief Randolph questioned whether the committee should start on those policies now. Daryl offered that the Committee could make a list of those policies. Committee members could choose a policy and come back to the next meeting with some ideas. The Deputy Director stated that he could distribute the list via email with the members responding via email or a link.

**Steering Committees:** FF Springman questioned how the selection is made for positions within the Steering Committee. There is no policy directing how the Steering Committee is to be set up and what criteria is to be used. There is nothing in writing. What would the SOG/SOP be called. Chief Randolph will check further to see if there is anything in writing. Also, what is there in regards to Membership- how does one get on the team, how does one get on a Subcommittee, how does one get on a Steering Committee.

**Next Meeting/Announcements**

The next meeting is scheduled for September 13, 2023 at 11:00 am. This will be a joint meeting with the Training Committee, pending confirmation by the Training Committee.

The next Council meeting is tentatively schedule for September 28, 2023 from 10:00 am to noon in Stow in person.

FF Springman advised that they will hold a Rope Rescue Teams Challenge at Six Flags on September 21, 2023, it will be 6 hours Operational.

**Adjourn**

The motion to adjourn was made by Deputy Director Betti and was seconded by FF Springman. With no further discussion a unanimous roll call vote was completed: Chief Belsito, yes; Deputy Director Betti, yes; Chief O’Brien, yes; Chief Randolph, yes and FF Springman, yes.

**Meeting adjourned at 12:29 p.m**. Minutes prepared by Cheryl Barker