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The Commonwealth of Massachusetts
Executive Office of Public Safety and Security
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IAIN MCGREGOR
CHAIRMAN

MICHAEL PAVONE
VICE CHAIR

APPROVED MINUTES OF MEETING

Joint Membership & Training Subcommittees

The Massachusetts Technical Rescue Coordinating Council Membership and Training Sub-Committees held a hybrid meeting in accordance with the provisions of M.G.L. c. 30A § 20 on, February 13, 2023, at 1:30 p.m. and open to the public virtually through Microsoft Teams videoconference.

Present at the meeting were the following Sub-Committee members:

Jason Saunders	Membership MTRCC Representative
David DiGregorio	Department of Fire Services
Shawn Simmons	Membership Region 1
Francis Otting	Membership Region 2
RJ Pensivy	Membership Region 4
Iain McGregor	Training MTRCC Representative
Mark McCabe	Training Region 1
Michael Pavone	Training Region 2
Tom Rinoldo	Training Region 3
Steven Chandler	Training Region 4
John Weir	Training Region 5

Absent at the meeting were the following Sub-Committee members:

Pat Sullivan	Membership Region 3
Paul Pronco	Membership Region 5

DFS Employees in Attendance:

Linda Crowley	DFS WebEx Host
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Other Attendees:

None

1. Meeting Opening and Introductions
 - Call to Order: **February 13, 2023 1:05 pm**
 - Virtual Meeting attendance and all votes done as roll call
2. Approval of the minutes of the previous meeting held on January 9, 2023
 - **Motion:** Francis Otting, Mark McCabe 2nd: **Pass** unanimous
3. Discuss Tech Rescue Sub-Committee Correspondence.
 - None
4. **Old Business**
 - a. Matrix for Regional Steering Committees.
 - MTR Application; Corrected Minimum training hours to 80, Points based system added, Applicant signature line added.
 - No further discussion, document ready to be sent up to MTRCC
 - **Motion:** Steve Chandler, Francis Otting 2nd Pass unanimous
 - b. Matrix for Response Levels and Criteria
 - Discussion on Tier or Level as the terminology for the Response Matrix
 - Saunders, Weir, McCabe, & DiGregorio discusses in favor of Tier as mirror to Hazmat System and consistency in terminology.
 - Discussion on ability for department to call for consult prior to Tier 1 response
 - Otting discussed building educational aids and prompts for technical rescue incident responses.
 - McGregor to request from all existing team's response or activation flyer of flowchart
 - More discussion on how much information to push out to departments vs checklist teams arrive on scene with.
 - Working group to build out flow chart and activation flyer
5. **New Business**

None
6. Any matters not reasonably anticipated by the Chair.
 - None
7. Tasks/Assignments.

8. Future agenda items.
9. Determination of future meeting date(s).
 - Monday, March 13th 1:30pm Virtual Meeting
10. Meeting Adjourned: **February 13, 2023 at 2:44 p.m.**

Notated by Iain McGregor from notes and recorded video.