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*The Commonwealth of Massachusetts
Executive Office of Public Safety and Security
Department of Fire Services
Massachusetts Technical Rescue
Policy and SOG Sub committee Meeting
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CHIEF KEVIN NORD
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IAIN MCGREGOR
VICE CHAIR

**MTR Policy/SOG Subcommittee
April 14, 2021
Approved May 4, 2021**

The Massachusetts Technical Rescue Policy/SOG Subcommittee held a meeting on Wednesday, April 14, 2021 at 10:00 a.m. The meeting was held virtually via Cisco WebEx.

Present at the meeting were the following Policy/SOG Subcommittee members:

Peter Jerusik, Chair/Scribe	MTRCC
David DiGregorio	DFS
Matt Belsito	Region 3
Daryl Springman	Region 4
Barry Apt	Region 5

Absent at the meeting were the following Policy/SOG Subcommittee members:

Rob O'Brien	Region 1
David Randolph	Region 2

DFS Employees in Attendance:

Glenn M. Rooney, Esq.	DFS Deputy General Counsel
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1. **Meeting Opening and Introductions**

Peter Jerusik, opened the meeting at approximately 10:10 a.m. We confirmed with DFS Deputy General Counsel Glenn Rooney, Esq. that we did have quorum (5 of 7 subcommittee members in attendance). The Chairman introduced himself, followed by the introductions of the subcommittee members in attendance. The Region 1 and 2 representatives were not present. We will follow up to ensure we have their correct contact info.

2. **Old Business**

NONE. First meeting of the subcommittee

3. **New Business**

Chairman Jerusik suggested we follow DFS Hazmat’s template concerning SOG’s and Policies. David DiGregorio explained the Hazmat SOG process and explained how the subcommittee recommended SOGs and Policies to the larger Hazmat Council for approval. We discussed how we would follow that model. The Chair discussed his vision was that this subcommittee would compile the SOGs/Policies from throughout the Commonwealth. Then they would forward to the MTRCC common guidance about these SOGs/Policies. It is understood, there may be some variance depending upon the region.

Mr. DiGregorio shared on screen an example template of a DFS Hazmat SOG. A motion was made by Matt Belsito, to adopt the DFS Hazmat Template for SOGs. It was seconded by Barry Aptt. Daryl Springman commented we need to ensure it was a “working document.” The motion passed unanimously. DiGregorio agreed to share an example document with the subcommittee.

Belsito volunteered to forward any SOGs/Policies from District’s 7, 8 and part of 14 to the subcommittee members. All members agreed to share them with the Chair and then he would share them with all the other members of the subcommittee. Springman recommended we take Safety as the first area to tackle. We confirmed with Attorney Rooney that we could share work among the members of the sub council for “independent work.” He clarified the “open meeting” rule. He warned us not to have meetings outside of open meeting parameters and Chair Jerusik warned us not to “endorse” any items via email communication. He and DiGregorio also clarified that any work that is done by our sub council must be forwarded to the MTRCC for final approval or adoption.

Jerusik suggested we meet monthly for now and during each month attempt to focus on one topic. DiGregorio commented that another sub council was following the same track about scheduling. It was also confirmed by counsel that the open meeting law requires meetings be posted at least 48 hours prior to a meeting. There was discussion on ensuring we budget time for Old Business. We agreed to focus on the general position of Safety Officer for our next meeting. We agreed to each work on drafts from the info we received concerning the Safety Officer position.

4. **Any matters not reasonably anticipated by the Chair**

DiGregorio discussed the fact that several sub committees are working on similar topics. We agreed at the next MTR Policy/SOG Subcommittee meeting we needed to discuss how to make, for example, the MTR Membership Subcommittee's guidance on membership and the MTR Policy/SOG Subcommittee's guidance on membership interoperable and consistent.

5. Future agenda items.

It was agreed we would work on the Safety Officer position SOG at the next meeting.

Springman made a motion to adjourn the meeting and it was seconded by Belsito. The motion passed unanimously.

6. Determination of Future Meeting Dates

The determination of the members at the meeting was to set the next meeting date for: Tuesday, May 4th. It would take place via Cisco Webex at 1:00 P.M.