## APPROVED MINUTES OF MEETING

**MTR Joint Membership & Training Subcommittees**

## The Massachusetts Technical Rescue Coordinating Council Membership and Training Subcommittees held a virtual meeting in accordance with the provisions of M.G.L. c. 30A § 20 on, November 21st, 2023, at 1:00 p.m. This public meeting was conducted via video conference on Microsoft Office Teams:

## Present at the meeting were the following Subcommittee members:

## Iain McGregor Training MTRCC Representative

## Jason Saunders Membership MTRCC Representative

## Shawn Simmons Membership Region 1

## Mark McCabe Training Region 1

## Francis Otting Membership Region 2

## Paul Pronco Membership Region 5

## Steven Chandler Training Region 4

## John Weir Training Region 5

## Absent at the meeting were the following Subcommittee members:

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## Paul Betti Department of Fire Services

## Paul Morrison Training Region 2

## Tom Rinoldo Training Region 3

## Pat Sullivan Membership Region 3

## RJ Pensivy Membership Region 4

## DFS Employees in Attendance:

##  Linda Crowley DFS Microsoft Teams Host

## Other Attendees:

##  Sang Pham General Public

1. Meeting Opening and Introductions
	* + Call to Order: **November 21st 1:10 pm**
		+ Virtual Meeting attendance and all votes done as roll call
2. Approval of the minutes of the previous meeting held on M. 13th, 2023
	* + **Motion**: Shawn Simmons, John Weir 2nd: **Pass** Saunders Abstained
3. Discuss Tech Rescue Subcommittee Correspondence.
	* + None
4. **Old Business**

* 1. Finalize activation for Response Levels and Criteria:
		+ Review and finalized discussion around Tiers response,
		+ Committee agrees on planto submit recommendations to Policy Subcommittee
	2. Discuss activation dispatch flyer and flow chart: Otting, Weir, McCabe
		+ Hold off on Flow Chart until Policy review Activation response levels
		+ Discussion by members present on Notification Flyer to Dispatch centers
			- Need to be clear and concise and disseminated to all Dispatch
			- Looking for information and review by dispatchers.
		+ Simmons and Chandler to have dispatch review
			- Weir already sent to local dispatch awaiting review
		+ Need for education on both items to both groups
	3. Review Training Subcommittee specific of training requirements: Chandler
		+ Reports he has begun on Rope skill
		+ Lots of work to break up among many to ease burden
1. **New Business**
2. Any matters not reasonably anticipated by the Chair.
3. Tasks/Assignments.
4. Future agenda items.
5. Determination of future meeting date(s).
	* + Wednesday, January 17th 1:00pm Virtual Meeting
6. Meeting Adjourned: **November 21st 2:13pm**

Notated by Iain McGregor from notes and recorded video.