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CHIEF KEVIN NORD  
CHAIRMAN

IAIN MCGREGOR  
VICE CHAIR

**MASSACHUSETTS TECHNICAL RESCUE  
COORDINATING COUNCIL  
November 18, 2020  
APPROVED**

The Massachusetts Technical Rescue Coordinating Council held a meeting on Wednesday, November 18, 2020 at 2:00 p.m. via WebEx Meeting per Governor Charles D. Baker's Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, s.20 signed and dated March 12, 2020.

<https://ma-dfs.webex.com/ma-dfs/j.php?MTID=m2bd574982742c58f74ab5ea9c71ff107>

**Meeting number:** 126 998 2483

**Password:** MTRCC

**Join by phone:** +1-415-655-0001 US Toll

**Access code:** 126 998 2483

**Present** at the meeting were the following Council members:

Chief Kevin Nord

Iain McGregor

Jeanne Benincasa Thorpe

Peter Ostroskey, State Fire Marshal

Chief Michael Mansfield

Peter Jerusik

Fire Chiefs Association of Mass.

Professional Fire Fighters of Mass.

Undersecretary for Homeland Security,  
EOPSS

Department of Fire Services

Fire Chiefs Association of Mass.

Professional Fire Fighters of Mass.

**Absent** at the meeting were the following Commission members:

NONE

**DFS Employees in Attendance:**

Maribel Fournier, Deputy State Fire Marshal	Department of Fire Services
Steven Rourke, Esq.	DFS General Counsel and Legal Counsel to the TRCC
Glenn M. Rooney, Esq.	DFS Deputy General Counsel
David Clemons, Director of Operations	Department of Fire Services
David DiGregorio, Director	Hazardous Materials Response and Special Operations
Korina Senior, Program Coordinator	Hazardous Materials Response and Special Operations

**Other Attendees**

Rob O'Brien	Southeast Region
Dan Macswain	Southeast Region
Eric Norland	Southeast Region
Mark McCabe	Southeast Region
Matt Belsito	Central Region
Joe Landry	Central Region
Daryl Springman	Western Region

**1. Meeting Opening and Introductions**

Chief Kevin Nord, Chairman, opened the meeting at approximately 2:05 p.m. The Chairman introduced himself, followed by the introductions of the Council members, Department of Fire Services' employees, and public members in attendance.

**2. Approval of October 21, 2020 Meeting Minutes**

Chief Mansfield made a motion to accept the meeting minutes from the previous meeting held on October 21, 2020. The motion was seconded by Undersecretary Thorpe. Motion to approve the minutes of the previous meeting was approved by unanimous roll call vote of the Council.

**3. Old Business**

**a. Discuss and potential vote of the Matrix.**

Director DiGregorio discusses the Matrix graph showing how the state regional teams will work. The county response wouldn't change as far as responding to the majority of the smaller events. The regional response is when further assets are needed. The local teams will feed into regional teams. Regions to include:  
 Region 1 – Norfolk, Bristol, Plymouth, Barnstable, add Dukes County and Nantucket County  
 Region 2 – Metro Boston / UASI

Region 3 District 7, 8, 14

Region 4 – Western MA

Region 5 – Essex County referred to as Northeast Massachusetts Technical Rescue Team

A motion was made by Peter Jerusik to accept

The motion was seconded by Marshal Ostroskey

Discussion If approved by the council is it possible to disseminate the matrix to the region steering committees to get a better understanding.

Unanimous vote.

**b. Discuss and potential vote of the sub-committees.**

**• Discuss committee guidelines for equipment, training and membership.**

Four committees Equipment, SOG, Training, and Membership.

Vice Chair Iain McGregor discusses the proposed committees' structure and committee members' responsibilities.

Discussion on the number of meetings annually. Want to give teams more flexibility if they do not meet quarterly. Recommend changing to twice a year.

The membership committee approves the regional team membership. Subcommittees will advise the council.

Include SOPs and SOGs committee.

Table this discussion to vote on the finalized edits and vote on in the next meeting.

**c. Discuss Tech Rescue Committee Correspondence.**

No correspondence.

**d. Surveys distributed to the district team leaders.**

We have not received any additional survey information. Missing the regional team survey data for Region 3 District 14.

**e.** The Western Regional concept began after the hurricanes in Springfield. They formed it with the anticipation of a state run program. The biggest issue is funding for personnel. The smaller fire departments do not receive enough funding for the added training and support. The initial projection was within 5 years they would not be able to fund tech rescue. The team has felt it in morale and personnel numbers. They have been able to sustain equipment. They are going to have some trouble with equipment moving forward. Western MA Homeland Security is not funding for training. Their personnel numbers are dropping drastically.

**4. New Business**

**a. HART Support Annex.**

Chair Nord discusses the HART Support Annex. Helicopter hoisting response team. The team works with N. Carolina, S. Carolina to form the program. A group of handpicked individuals for training pilot. The team is capable of water related incidents. Financially

supported by EOPSS and Joint Base Cape Cod. Now funded by Plymouth County. This Annex is in final draft form that started before the council. Involving the council now to be transparent for the council to weigh in on the annex. It is our statutory responsibility to weigh in. Chair Nord made a motion to accept the HART Support Annex. Discussion on the next steps of the Annex with or without the council's vote. Mike Russas discusses the authorities included in the document to include the Tech Rescue Council. The council members would like some more time to review the document. Unanimous vote, Chief Mansfield was absent for the vote.

**b.** Discussion on draft budget documentation.

Vice Chair Iain McGregor discusses the draft budget documents sent for the meeting.

- Annual Budget – includes the five districts with draft numbers for team member size, stipends and other operational budget items.

Question: Is dive and swift water included in the training hours? We do believe that dive and swift water are included. There is no disagreement with dive and swift water being part of the Technical Rescue State Team.

- Capital Expense Policy – Create a basic plan / process that regional teams and submit to the Council. DFS can expend the funds when approved by the council.
- Regional Budget Policy – The council is the oversight to the regional teams. They can continue to run their team. Each region is provided a budget.
- Reimbursement Policy – Utilize DFS as the fiduciary. Maintain the flow chart document for expenses and purchases following the state/DFS purchasing policies. DFS would be the record keeper.

The budget will continue to have items added to it to support the program.

Requested to have DFS look at the documents language and help identify where funding is going to come from.

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

No discussion.

**5. Future agenda items.**

- Funding questions.
  - Rules for spending
- Welcome Regional Steering Committees
  - Assignment of members to Subcommittees

**6. Determination of future meeting date(s).**

Wednesday, December 16 at 2:00pm

Chief Mansfield made a motion to adjourn the meeting. Motion was seconded by Peter Jerusik. Vote was made unanimously. Meeting adjourned at approximately 3:56 p.m.