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CHIEF MATTHEW BELSITO  
CHAIRMAN

IAIN MCGREGOR  
VICE CHAIR

**MINUTES OF MEETING**

**MTRCC Joint MEMBERSHIP & TRAINING Sub-Committee**

**The Massachusetts Technical Rescue Coordinating Council Membership and Training Sub-Committees held a virtual meeting in accordance with the provisions of M.G.L. c. 30A § 20 on, May 8<sup>th</sup>, 2024, at 1:00 p.m. This public meeting was conducted via video conference on Microsoft Office Teams:**

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

|                |                                 |
|----------------|---------------------------------|
| Matt Belsito   | MTRCC Chair                     |
| Jason Saunders | MTRCC                           |
| Paul Betti     | Department of Fire Services     |
| Kelly Manning  | Membership MTRCC Representative |
| Francis Otting | Membership Region 2             |
| RJ Pensivy     | Membership Region 4             |
| Iain McGregor  | Training MTRCC Representative   |
| Mark McCabe    | Training Region 1               |
| John Weir      | Training Region 5               |

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

|                 |                     |
|-----------------|---------------------|
| Paul Morrison   | Training Region 2   |
| Tom Rinoldo     | Training Region 3   |
| Steven Chandler | Training Region 4   |
| Shawn Simmons   | Membership Region 1 |
| Pat Sullivan    | Membership Region 3 |
| Paul Pronco     | Membership Region 5 |

**DFS Employees in Attendance:**

Paul Betti

DFS WebEx Host

**Other Attendees:**

None

1. Meeting Opening and Introductions
  - Call to Order: **May 8<sup>th</sup> 1:05 pm**
  - Virtual Meeting attendance and all votes done as roll call
2. Approval of the minutes of the previous meeting held on March 20<sup>th</sup>, 2024
  - **Motion:** John Weir, 2<sup>nd</sup> Francis Otting **Passed:** unanimous
3. Discuss Tech Rescue Sub-Committee Correspondence.
  - Paul Betti introduced the 2 new council members Deputy Chief Kelly Manning and Mark McCabe. Deputy Manning will be taking the membership chair role from Jason Saunders who is taking on the equipment subcommittee.
4. **Old Business**
  - a. Review feedback on activation flyer: Otting, Weir, McCabe
    - 
    - Activation flyer discussion
    - Council didn't vote on this document, they just reviewed it
    - Base document looks great
    - Change tiers to another name (levels)?
    - Discussion around Tier Activation Levels and Number of Responders
    - Discussion on TRT Badge or Logo still work in line with Legislation to modify DFS Special Ops unit.
    - Review of Team Capabilities on Activation Flyer
    - All regions can cover all activations except large animal rescue in Region 4 but they are working towards it
    - Discussion on trainings and capabilities trained in each region
    - Focus on Activation Flyer and hold off on incident flow chart for now.
    - Francis talked about 2<sup>nd</sup> document for dispatchers that we would put additional details
    - Paul said he would share the MEMA SOP document that we currently use for HazMat & Spec Ops, we would have to adjust this for state Tech Rescue.
  - b. Review Training Sub-Committee specific of training requirements: Chandler
5.
  - Tabled till Chandler can make future meeting to report

6. **New Business**

5.a Review updated Team response data – Paul shared spreadsheet with updated data from 2017-2023 that Iain got from all regional directors. 316 calls overall, mean calls per team is 4.5, mean staffing level per call is 15.1 and Team size based on 40% callback would be 37.7. Paul showed additional data where he crunched numbers based on call volume, area, population, and density. DFS management onboard with all teams not being the same size.

- Paul is asking for input on why these numbers won't work, the team input is:
- Low frequency high risk calls
- Region 4 is the same size as Hazmat district 4 & 5 which is a combined 75 members
- Due to geographical coverage, the 40% response rate may be too high
- What happens if chiefs are not on board? Chief Belsito already started lobbying to some chiefs for team size input.
- Need to get budget that is acceptable right now is \$3.9M but we don't know what the acceptable number is. Paul to work with DFS management on this. Another knob is to adjust is the training hours because the stipend can't be adjusted.

5.b Review roadmap moving forward with standing up teams – team size and budget is priority

7. Any matters not reasonably anticipated by the Chair.

8. Tasks/Assignments.

9. Future agenda items.

- team size & budget

10. Determination of future meeting date(s).

- Wednesday, June 12<sup>th</sup> 1:00pm Virtual Meeting

11. Meeting Adjourned: **May 8<sup>th</sup>, 3:10pm**

Notated by Iain McGregor from recorded video.