



Southeast Region Homeland Security Advisory Council (SRAC)



Training & Exercise and Planning Subcommittee

Meeting Minutes

Meeting held via Zoom.

May 27, 2025 – 11:00 A.M.

Members Present

Capt. Robert Stephanian, PCSO, Chair
Chief Brian Clark, Norton PD
Chief Thomas Lynch, Franklin PD
Chief Mike Kelleher, Foxborough FD
Robert Verdone, SEMRECC

Guests Present

Chief Thompson, Scituate PD
Thomas Melucci, Middleboro PD
Erick Berg

Support Staff Present

Kevin Ham, SRPEDD
Joseph Monet, SRPEDD
Joe Osborne, SRPEDD
Stacy Royer, SRPEDD
Avery Serra, MAPC

Members Absent: Stacy Lane, Norwood Public Health

1. **Call to Order:** Chairman Stephanian called the meeting to order at 11:00 A.M.
2. **Roll Call:** A roll call was completed by Mr. Ham.
3. **Public Comment:** None.
4. **Approval February 26, 2025 Minutes:** The February 26, 2025, minutes were approved as presented. UNANMOUSLY APPROVED. A roll call was completed.
5. **Fiduciary Report:** Mr. Ham presented the fiduciary report and budget update. He referred the members to the budget document that was sent prior to the meeting. He explained the FY21 and FY22 budgets in detail, noting that FY21 expires at the end of June 2025, and FY22 expires at the end of July 2025.
6. **New Business/Old Business:**
 - a. Disposition of Plymouth Donzi watercraft: Capt. Stephanian mentioned attached was a disposition letter for the disposal of the Plymouth Donzi watercraft. Mr. Ham mentioned that the boat has already been disposed of, but he needs approval at the level.
 - i. Motion to approve the disposition letter and send it to EOPSS for approval.

A motion was made and seconded to approve the disposition letter and send to EOPSS for approval. UNANMOUSLY APPROVED. A roll call was completed.
 - b. Future Whole-blood Transfusion Requests: Capt. Stephanian asked if anyone had any



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discussion on the future whole blood requests, and he mentioned in the past the committee has

approved them for Canton and Mansfield. Chief Clark mentioned maybe the fire chiefs should discuss this. Chief Kelleher mentioned he is not sure how sustainable this program is, and he has heard Canton has asked for funding from the state to keep the program going. Capt. Stephanian mentioned that this should be tabled for the full Council next meeting.

c. LEDA 2025 Conference (Framingham): Capt. Stephanian explained the conference and there was no further discussion.

i. Motion to approve up to \$10,000 from FFY 24 Line B Continuing Education not allocated for up to 20 drone team members to attend the LEDA 2025 conference.

A motion was made to approve up to \$10,000 from FFY 24 Line B Continuing Education unallocated for up to 20 drone team members to attend the LEDA 2025 conference.
UNANIMOUSLY APPROVED. A roll call was completed.

d. Cape Cod Barrier MOU(s) e. Middleborough High Water Rescue Vehicle: Mr. Ham mentioned that the Middleborough High Water Rescue Vehicle will be discussed at the next Council meeting. He discussed the project in detail and the motion.

i. Motion to approve \$210,000 for the purchase of two High Water Rescue Vehicles for Middleborough and Yarmouth from FFY 22 Line B, Fire Services Not Allocated.

A motion was made and seconded to approve \$210,000 for the purchase of two High Water Rescue Vehicles for Middleborough and Yarmouth from FFY 22 Line B, Fire Services Not Allocated. UNANIMOUSLY APPROVED. A roll call was completed.

f. Pelican Remote Area Lighting System Refurbishments: Mr. Ham discussed the Pelican Remote Area Lighting System Refurbishment.

i. Motion to approve up to \$5,000 from FFY 22 D.02 Asset Repair to purchase refurbishment batteries and other equipment for out of service pelican lights.

A motion was made and seconded to approve up to \$5,000 from FFY 22 D.02 Asset Repair to purchase refurbishment batteries and other equipment for out of service pelican lights.
UNANIMOUSLY APPROVED. A roll call was completed.

g. Bearcat Tires: Mr. Ham discussed the issue with the Bearcat Tires. He mentioned there was a procurement error regarding Bearcat tires and the need to purchase the correct set of tires.

i. Motion to approve keeping spares and using within 1 year the 8 erroneously procured tires and procuring the 12 correct tires from FFY21 A.03 Refurbish Bearcats.



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A motion was made and seconded to keeping spare tires and using within 1 year the 8 erroneously procured tired and procuring correct tires from FFY21 A.03 Refurbish Bearcats. UNANMOUSLY APPROVED. A roll call was completed.

h. BF/OT for Exercises: Mr. Ham explained the BF/OT for exercises. Chief Kelleher stated that we did away with BF/OT a few years back. He doesn't believe it should be brought back just for a special occasion. The members agreed to keep the policy the same.

7. **Items not reasonably anticipated by the Chair 48 hours in advance of the meeting:** None
8. **Next Meeting/Adjournment:** The next T&E and Planning subcommittee meeting will be TBD. The meeting was adjourned at 11:35 AM.