



NH TERT

Conference Call of Governing Body
Tuesday, October 3, 2023 at 1:00pm
Held Via Zoom



Director at Large Amanda Mountford called the meeting to order at 1:05pm

Roll Call of TERT Officers ****(Four OFFICERS must be present for a Quorum)****

TERT Chairman – Rob Cole		Training & Standards Chair, Ashley Trzesiara	X
Director At Large – Kevin VanNorden		Public/Agency Education Chair, Rob Cole	
Director At Large – Amanda Mountford	X	Operations & Logistics Chair, Paul Steele	X
Secretary/Treasurer, Jennifer Cloutier	X	State Coordinator, Thayer Paronto	X

Roll Call of Regional Coordinators and Other Attendees:

North Coordinator, Mike Weden		West Coordinator, Rob Cole	
North Deputy, Kevin VanNorden		West Deputy, Nina Malley	
East Coordinator, Cassie Leavitt	X	NJTI Liaison, Cecily McNair	
East Deputy, Cassandra Lee			

Other Attendees: Jon Goldman, Rick Belanger, Chris Carter, Tricia Currier and Tom Andross.

Minutes: The minutes of the board meeting from August 9, 2023 were distributed electronically. Motion to approve by Thayer, seconded by Paul. Motion passed. Jenn also advised that there was not a quorum present for the September meeting, however she did take notes on the discussion and also distributed that electronically.

Secretary/Treasurer’s Report: Jenn reported that the bank account had no activity over the past month leaving an unchanged balance of \$605.09. Motion by Paul, seconded by Cassie to approve report. Motion passed.

Training and Standards Committee Report: Ashley reported that she has reviewed the current list of members and FEMA certs that everyone has. She has come up with a few more that she believes team members should have. There was a discussion changing IS1200, IS300 and IS400 from mandatory to recommended. IS300 and IS400 are only offered in person. She is also recommending that beginning January 2024 that team members obtain an updated agency support letter every two years. The list of required trainings that is being proposed is: IS-100, IS-144, IS-200, IS-700, and IS-800. The recommended trainings are: IS-300, IS-400, IS-240, IS-242, IS-1200, WMD, COML, COMT, and Tactical Dispatch. Thayer asked who would take care of keeping the records and soliciting the agency support letters every two years. Ashley and Jenn both advised that they could work together to get this done.

Thayer made a motion to approve the changes to the required and recommended trainings for NH TERT Members as listed in the above paragraph. Motion seconded by Paul. Motion passed.

Operations and Logistics Committee Report: Paul reported the on call primaries and backups for the remainder of the year. They are below.

October Primary	Jennifer Cloutier	Berlin PD
October Backup	Michael Weden	Grafton County
November Primary	Michael Weden	Grafton County
November Backup	Amanda Mountford	Laconia PD
December Primary	Cassie Leavitt	Hampton Fire
December Backup	Thayer Paronto	Grafton County

Public/Agency Education Committee Report: No report due to Rob’s absence.

NJTI Updates: In Cecily's absence, Thayer reported that the September meeting was cancelled. The October meeting will be on 10/4. He will report back in November regarding that meeting.

State Coordinator Updates: Thayer reported that he has been working with Rob and Rick Belanger on beginning discussions to plan the 2024 TERT Rally. Thayer also attended the recent SIEC workshop where they discussed FirstNet evaluation and coverage, and plans for the future.

Unfinished Business:

- Promotional TERT Flyer: Jenn will be working on this, but has not started it yet.
- TERT Info Request for Requesting Agencies: Amanda has a draft of this and will send it out to the board for review and input. Thayer suggested a google doc be created so that agencies can easily provide the requested information.

New Business:

- FallComm/TERT Rally: Rick Belanger reported that he has gathered information for planning from both Thayer and Rob. Discussion occurred regarding date for the TERT Rally in 2024. Determined that Mid-May would be the best time. Paul will reach out to the Bank of NH Pavilion to see if it is a location that we could use.
- Deployments: Thayer advised that GCSO had some local deployments but nothing that involved TERT.
- New Application has been received from Shellie Raposo of NH Bureau of Emergency Communications, however her application did not include an agency support letter. Amanda will reach out to Shellie to request that letter so that her application can be reviewed.
- 2023 Meeting Dates –
 - November 7, 2023 at 1pm
 - December 6, 2023 at 1pm (Amanda and Paul advised that they will be out of the country on vacation and unable to attend the December meeting)

Other: Rick Belanger asked how he would go about applying to be a team member of TERT. Amanda advised that she will send Rick the application and information.

A motion was made by Thayer and seconded by Paul to adjourn the meeting. Meeting adjourned at 1330.

Submitted by TERT Secretary Jennifer Cloutier 10.04.2023