



NORTHEAST HOMELAND SECURITY REGIONAL ADVISORY COUNCIL

Full Council Meeting

Minutes

August 8th, 2019

1:00pm

Burlington Town Hall

29 Center Street, Burlington, MA

Call to Order

- Chair Chief Jason Gilliland called the August 8th, 2019 NERAC Full Council meeting to order at 1:00pm. He asked for introductions from all those in attendance. He asked for approval of the minutes from the June 13th, 2019 meeting.

MOTION put forth by Chief R. Picariello.

- Approve the minutes from the June 13th, 2019 meeting.
 - Seconded by R. Day.
 - All in favor.

EOPSS/MAPC Update

EOPSS

- V. Mboka-Boyer provided the following updates on behalf of EOPSS.
 - There is a new Director of the Homeland Security Division at EOPSS, Martin Spellacy.
 - There are several upcoming trainings:
 - IT Service Unit Leader Training: September 16th -20th, MEMA HQ (Framingham)
 - Communications Unit Leader Training: September 24th – 26th, Location TBD
 - Communications Unit Technician Training: October 21st – 25th, Location TBD
 - Incident Communications Center Manager Training: December 2nd – 6th, Location TBD
 - FEMA Program Analyst Dennis Donehoo will be conducting a site visit on August 22nd and has requested to see the AAIR training in Weston that day as part of his visit.

MAPC

- A. Murray provided the following updates on behalf of MAPC:
 - MAPC clarified for the record that per EOPSS guidance all Council members that

have been nominated to serve on the Council but have not officially been confirmed can still vote on all Council business.

- MAPC submitted NERAC's Quarterly Reports to EOPSS on July 15th, 2019.
- A. Murray and Caroline Graham provided a brief summary of the sessions they attended at the 2019 National Homeland Security Conference.

FFY17/FFY18 Budget Update

- All Council members were provided with a FFY17 and FFY18 budget update.

Project Updates

- All Council members were provided with a packet containing project updates and milestones for all open projects.

Regional Communications Center Shelter

- Industrial Communications, LLC was awarded the contract for the foundation and trenching work, so they will be overseeing both site preparation and shelter installation.
- The shelter is scheduled to be delivered in mid-August, and Industrial has already begun the permitting work ahead of breaking ground.
- According to the State Building Inspector, the permitting process can take up to 30 days.

NEMLEC Robot Repairs

- NEMLEC requested that funds within its FFY17 line item be redirected to fixing one of their large remote entry robots—the ICOR MK3 Caliber.
- MAPC explained that the Motorcycle Mechanic training that was originally planned for FFY17 was cancelled by Harley-Davidson due to low enrollment, making \$5,000.00 available, plus \$4,063.16 in unallocated funds from previous NEMLEC trainings that came in under budget totals \$9,063.16.
- MAPC provided a quote for repairing the robot, which totals \$11,028.82. NEMLEC has agreed to cover the costs above what is remaining the NEMLEC's FFY17 allocation (\$1,965.66).
- The Council originally purchased the robot for \$116,555.00 with FFY08 funds in 2010. These repairs represent 9% of the original purchase price.
- The Council discussed the project and requested that MAPC get clarification on whether funds can be used to repair equipment that is over two years old.
- The Council tabled discussion until next month.

Cybersecurity

- MAPC informed the Council that it will begin exploring penetration testing to make the region more aware of common cybersecurity vulnerabilities.
- A letter will be sent from the Council Chair asking NERAC POCs to volunteer their community to be tested, if interested.
- Penetration testing will be performed, and will result in reports that identify common mistakes and hopefully some best practices.
- NERAC will then publish the reports (maintaining the anonymity of the participating communities) to assist the region in guarding against cyberattacks.

BF/OT Reimbursement Rate Discussion

- As discussed at the June meeting, the Council discussed raising the BF/OT reimbursement policy's hourly rate to \$40.00/hr.
- NERAC's current BF/OT Policy, created in 2011, sets the rate of reimbursement at \$35.00/hr. Adjusting for inflation, \$35.00 in 2011 would be worth \$39.86 in 2019.
- MAPC informed the Council that in FFY16, \$71,882.04 was spent on BF/OT for the tech rescue team and general trainings and exercises. If the rate had been \$40/hr., that number would have increased to \$81,945.53, an overall increase of \$10,063.49.
- All Council members received a copy of the current BF/OT Policy.
- The Council decided to not adjust the BF/OT policy.

Basic Disaster Life Support Course

- B. Klagg presented a proposal to hold a BDLS course in the Boston area in FY2020.
- All Council members were provided with a copy of the proposal.
- B. Klagg provided an overview of the course:
 - \$14,825.00 for 60 students (\$247.09 per student)
 - One day course
 - The course introduces concepts and principles to prepare health professionals for the management of injuries and illnesses caused by disasters and public health emergencies.
 - The course would enable HMCC, hospitals, and other public health personnel to operate with a common understanding and language during public health emergencies and disasters.
- M. Foster requested that the request be brought before the Training and Exercise Committee.
- MAPC informed the Council that there is \$20,000.00 allocated to Public Health projects and initiatives in NERAC's FFY2019 Regional Plan. The plan is currently under review at EOPSS. If approved, those funds would be available to the Council in October/November 2019.

MOTION put forth by J Brickett.

- Fund the course out of the FFY19 Public Health line item for the price listed (\$14,825.00).
 - Seconded by Chief R. Picariello.
 - All in favor.

NERAC Mobile Application

- MAPC informed the Council that NERAC's subscription for its Mobile Application is set to expire unless it is renewed.
- All Council members will be provided with instructions for downloading the app, if they have not already done so.
- Dude Solutions, the developer behind the application, sent MAPC an invoice for \$6,300.00 for an additional year of service.
- MAPC informed the Council that the app has been downloaded over 200 times by various public safety stakeholders in the region.

- The Council discussed the project, and identified a need to publicize the mobile app more in the future.

MOTION put forth by J. Brickett.

- Approve the purchase of an additional year of service for NERAC’s mobile application for \$6,300.00 out of FFY18 Line Item H Tactical Ballistic Vests.
 - Seconded by R. Day.
 - All in favor.

Committee/Working Group Updates

Training & Exercise

- Chief J. Gilliland provided the following updates:
 - The Topsfield Fair Mass Casualty Incident TTX was conducted on July 17th, 2019 at the Topsfield Fairgrounds.
 - The Mid Term Planning Meeting for the Wenham Gas Pipeline Explosion TTX was held virtually on July 30th, 2019. The exercise will be conducted on September 10th at the Beverly Cache Site.
 - The PJ for the Burlington Mall Functional Exercise was approved by EOPSS on August 5th, 2019.
 - The first of two Active Threat Integrated Response (AAIR) trainings was held at Georgetown Middle/High School on July 16th – 17th, 2019. Reviews of the course were positive.
 - The second offering of the AAIR will be held on August 21st – 22nd, 2019 at Regis College in Weston, MA.
 - The Committee approved an Exercise Review Request for an NEMTRT Rope Rescue Drill that will take place on October 8th - 9th in North Andover, MA.
 - The Committee approved a funding request to send five police officers from Merrimac, Amesbury, and Newbury to the 2019 ALERRT Conference in Aurora, CO.
 - The Committee approved the After-Action Report for the Natick Mall Active Shooter Full-Scale Exercise after hearing a report from members of the Exercise Planning Team.

Interoperability/Info Sharing

- D. Spinosa provided the following updates:
 - The Interoperability Committee will meet on Tuesday, August 13th.
 - The Essex County RECC is now the North Short Regional 911 Center.
 - The Fire and EMS Mobilization Plan revision will be discussed after the Interoperability Committee meeting in August. Any Council member interested in providing input is welcome to attend.
- D. Spinosa also responded to the assessment of the communications failures outlined in the Natick Mall Full-Scale Exercise After-Action Report presentation.

Regional Equipment Cache

- J. Sanchez provided the following update:
 - The Cache Committee will meet on August 27th in Framingham.

- MAPC conducted Cache Site Inventory visits at each of the three Cache Sites on 7/31 and 8/1. The inventories will be discussed at the next cache meeting.

Evacuation Planning

- J. Costanzo provided the following update:
 - The Sheltering and Evacuation Committees will hold a joint meeting in September to discuss a TTX that will test a municipality's evacuation and sheltering plans, utilizing the template developed by MAPC in FFY16. The meeting will be open to all Council members that are interested, and will take place before the Training and Exercise Committee meeting at 11:00am.

Regional Shelter

- No update.

STARS

- Chief J. Gilliland informed the Committee that the NEMLEC STARS trailer that houses the portable X-ray machines has been moved to Lynnfield South Station.

Hospitals

- B. Klagg provided the following update:
 - ASPER funding will no longer be direct towards hospitals and individual emergency planning efforts, instead a more regional approach will be taken.
 - An analyses of pediatric surge needs in the healthcare space is ongoing.

New Business Unforeseen by the Chair

- MAPC will draft a revise funding request form that, if approved, would require all funding requests to be made in person.
- The next meeting will be held on September 12th, 2019.

MOTION put forth by J. Brickett.

- Adjourn.
 - Seconded by Chief R. Picariello.
 - All in favor.

ATTENDEES- COUNCIL MEMBERS

Chief Jason Gilliland, Chair: Marblehead Fire Department

Joe Costanzo, Vice-Chair: Administrator, MVRTA

Engrid Backstrom: Endicott College

John Brickett: Executive Director, Northeast EMS

Paul Cohen: Town Manager, Town of Chelmsford

Richard Day: Health Director, Town of Chelmsford

Mark Foster: Director, Beverly Emergency Management

Bill Klagg: Emergency Preparedness Director, North Shore Medical Center

Christopher Malone: Superintendent, Tewksbury Public Schools

Chief Brian Moriarty: Lawrence Fire Department
Chief Robert Picariello: Marble Police Department
John Sanchez: Director, Burlington Public Works Department
Dave Spinosa: Communications Director, Essex County Sheriff's Department

ABSENT- COUNCIL MEMBERS

Sheriff Kevin Coppinger: Essex County Sheriff
Chief Tom Judge: Concord Fire Department
Chief Richard McLaughlin: Belmont Police Department
Christopher Ryan: Deputy Director, Essex County RECC
Chief Roy Vasque: Lawrence Police Department

ATTENDEES- OTHER

Caroline Graham: MAPC
Theophilos Kuliopulos: North Reading Emergency Management
Austin Murray: MAPC
Dan Witts: HMCC