



# NORTHEAST HOMELAND SECURITY REGIONAL ADVISORY COUNCIL

---

## Full Council Meeting

### Minutes

January 14<sup>th</sup>, 2021

1:00 PM

[Zoom Link](#)

Remote Conference Call: 1-646-876-9923

Meeting ID: 950 7656 7190 / Password: 778919

### Call to Order

- Chair Chief Jason Gilliland called the January 14<sup>th</sup>, 2021 NERCA Council meeting to order at 1:00pm. He asked for the approval of the minutes from the December 10<sup>th</sup>, 2020 NERAC meeting.

### MOTION put forth by J. Brickett.

- Approve the December 10<sup>th</sup>, 2020 meeting minutes.
  - Seconded by Chief J. Fisher.
    - In Favor: J. Costanzo, D. Spinosa, Chief T. Judge, Chief J. LeLacheur, Chief R. Picariello, C. Ryan, P. Cohen, J. Sanchez, Chief J. Fisher.
    - Opposed: None.
    - Abstained: B. Klag, M. Foster.
  - The motion passed.

[Note: B. Klag joins the meeting.]

### EOPSS/MAPC Updates

#### *EOPSS*

- V. Mboka-Boyer provided the following update from EOPSS:
  - The FFY2021 Notice of Funding Opportunity (NOFO) for the SHSP grant program is anticipated by mid-February. The Council should begin planning to develop NERAC's FFY21 budget and Regional Plan document.

#### *MAPC*

- No MAPC updates.

### FFY18/FFY19 Budget Updates

- All Council members were provided with FFY18 and FFY19 budget updates.
  - FFY18 is nearly spent down, and will close on March 31<sup>st</sup>, 2021.
  - FFY19 projects are progressing, with several large projects (\$300,000 for portable

ventilators and \$275,000 for the NEMLEC BearCat) nearing completion this spring.)

## **Project Updates**

### *Portable Ventilators*

- All of the ventilators have been delivered to the region's hospitals, except for the final three units that will be delivered to the North Shore Medical Center once the distributor receives more units from the manufacturer.
- The vendor mistakenly delivered oxygen reservoirs to three of the hospitals instead of the oxygen entrainment mixers that were needed and ordered. MAPC will coordinate a return/exchange with the vendor once the part(s) become available.

### *COML/COMT Radio Programming*

- MAPC has received replies from 8 COMLs and COMTs working in the region who are interested in assisting NERAC with the radio reprogramming assistance for communities.
- MAPC will send an additional solicitation email in the coming days, and will schedule a kick-off meeting in ~2 weeks for interested parties to discuss templates, naming conventions, etc.
- If Council members know of any COMLs or COMTs that might be willing to join the effort, please let MAPC know and they can be added to the list.

## **Burlington Mall Full-Scale Exercise Funding Request**

- The following members of the Burlington Mall Functional Exercise planning team were in attendance to present a funding request for the Burlington Mall Full-Scale Exercise:
  - Lt. Glen Mills, Burlington PD
  - Lt. Tim McDonough, Burlington PD
  - Capt. Mark Cedrone, Burlington FD
- MAPC informed the Council that \$80,000.00 was approved by EOPSS as part of the FFY20 Regional Plan for this exercise, however because it had been over a year since the Functional Exercise occurred, the Council requested a review of the progress made on the Improvement Area items listed in the AAR.
- The planning team requested that the exercise be conducted in either October or November 2021, or Spring 2022 of that timeline is too aggressive.
  - MAPC informed the Council that the Natick Mall FSE took approximately 7 months from the Initial Planning Meeting to the completion of the AAR.

### MOTION put forth by J. Sanchez.

- Approve the funding request for the Burlington Mall Full-Scale Exercise for a total amount of \$80,000.00 from the Training an Exercise Line Item in the FFY20 budget.
  - Seconded by Chief J. Fisher.
    - In Favor: J. Costanzo, D. Spinosa, Chief T. Judge, Chief J. LeLacheur, Chief R. Picariello, C. Ryan, P. Cohen, J. Sanchez, Chief J. Fisher, B. Klag.
    - Opposed: None.
    - Abstain: M. Foster.
  - The motion passed.

[Note: M. Foster joins the meeting.]

### **Northeast Massachusetts Technical Rescue Team AARs and ERRs**

- I. McGregor from the NEMTRT was in attendance and presented the following two documents for approval:
  - AAR – Trench Rescue Drill – December 11<sup>th</sup>, 2020
  - ERR – Confined Space Drill – March 29<sup>th</sup> & 30<sup>th</sup>, 2021

MOTION put forth by C. Ryan.

- Approve the After Action Report for the December Trench Rescue Drill and the Exercise Review Request for the March 2021 Confined Space Rescue Drill.
  - Seconded by J. Brickett.
    - In Favor: J. Costanzo, D. Spinosa, Chief T. Judge, Chief J. LeLacheur, Chief R. Picariello, C. Ryan, P. Cohen, J. Sanchez, Chief J. Fisher, B. Klag, M. Foster.
    - Opposed: None.
    - Abstain: None.

### **Committee/Working Group Updates**

#### *Training & Exercise*

- Chief J. Gilliland provided an update.
- There was no Training and Exercise Committee meeting in January due to a lack of progress on T&E projects due to COVID-19 restrictions.

#### *Interoperability/Info Sharing*

- C. Ryan provided an update.
- The Interoperability Committee met on Tuesday, January 12<sup>th</sup>.
- Two additional radios for the Field Communications Units have been procured by MAPC, and remote heads will be installed in the vehicles with the remaining funds.
- The equipment for the CMED Console Upgrade project has been delivered.
- The procurement for the District 5/15 Simulcast Equipment is being developed by MAPC and will be released in the coming days.

#### *Regional Equipment Cache*

- J. Sanchez and A. Murray provided an update.
- The Cache Committee met on January 7<sup>th</sup>.
- MAPC submitted and EOPSS approved a PJ to enable the Council to reimburse the cache sites for any non-labor expenses associated with maintaining the cached equipment. The cache site managers have been notified and were asked to work with MAPC in advance of submitting reimbursement requests, so that MAPC can monitor the \$10,000.00 budget approved by the Council.
- MAPC is in the process of submitting a separate PJ for the labor costs associated with cache operations. This will include labor-related maintenance costs and staff hours related to the processing of equipment requests and invoices, as well as inspection of the equipment prior to and upon its return.

- EOPSS has requested that MAPC submit a report that links all expenditures and income to specific grant year, dating back to calendar year 2014. MAPC will be working with the cache site managers to submit as much of this information as is possible by January 20<sup>th</sup>. For example, if in 2018 a sign board originally purchased with FFY17 funds was loaned for a total of \$30.00, that income would need to be logged in the FFY17 column in CY18. MAPC is also working to clarify questions regarding how to appropriately capture admin staff time on that report, as it is harder to connect to a specific grant year.

#### *Evacuation/Sheltering*

- J. Costanzo provided an update.
- MAPC will send J. Costanzo a final version of the evacuation guide for review.

#### *Hospitals*

- B. Klag can provide an update.
  - Hospitals in the region are continuously full.
  - Resources in need are PPE generally and high flow O2 towers.
  - Hospitals will be reviewing and setting up mass casualty and decontamination resources, planning ahead for inauguration day and other large events.

#### **New Business Unforeseen by the Chair**

##### *COVID-19 Vaccination Sites*

- Council members discussed the progress on vaccination sites in their areas, and problems relating to insurance coverage in establishing those sites.

##### *Medical PPE Cache*

- MAPC is continuing to work with J. Brickett and M. Foster to finalize the MOU and Borrowing Agreements for the PPE Cache.

##### *FFY20 Projects*

- MAPC requested that the Council review all FFY20 projects and prioritize them now that the funds are available.

##### *Next Meeting*

- February 11<sup>th</sup>, 2021 @ 1:00 PM

#### **Adjourn**

##### MOTION put forth by Chief J. Fisher.

- Adjourn.
- Seconded by P. Cohen.
  - In Favor: J. Costanzo, D. Spinosa, Chief T. Judge, Chief J. LeLacheur, Chief R. Picariello, C. Ryan, P. Cohen, J. Sanchez, Chief J. Fisher, B. Klag, M. Foster
  - Opposed: None.
  - Abstained: None.
- The motion passed.

ATTENDEES - COUNCIL MEMBERS

Chief Jason Gilliland, Chair: Marblehead Fire Department  
Joe Costanzo, Vice-Chair: Administrator, MVRTA  
John Brickett: Executive Director, Northeast EMS  
Christopher Ryan: Deputy Director, North Shore Regional 911 Center  
Paul Cohen: Town Manager, Town of Chelmsford  
Chief John Fisher: Carlisle Police Department  
Mark Foster: Director, Beverly Emergency Management  
Chief Tom Judge: Concord Fire Department  
Bill Klag: Emergency Preparedness Director, North Shore Medical Center  
Chief John LeLacheur: Beverly Police 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  
Dave Ouellette: Dracut Public Health Agent  
Christopher Malone: Superintendent, Tewksbury Public Schools  
Chief Brian Moriarty: Lawrence Fire Department

ATTENDEES- OTHER

Lt. Glen Mills: Burlington PD  
Lt. Tim McDonough: Burlington PD  
Capt. Mark Cedrone: Burlington FD  
Caroline Graham: MAPC  
Vicky Mboka-Boyer: EOPSS  
Iain McGregor: NEMTRT  
Austin Murray: MAPC  
Amy Reilly: MAPC  
Theo Kuliopulos: North Reading Emergency Management  
Ronald Giovannicci: Essex County Fire Chiefs Association