



NORTHEAST HOMELAND SECURITY REGIONAL ADVISORY COUNCIL

Full Council Meeting

Minutes

June 10, 2021

1:00pm

[Zoom Link](#)

Meeting ID: 910 6575 8640

Passcode: 744286

Dial In: 646 876 9923

Call to Order

- Chair Chief J. Gilliland called the June 10, 2021 meeting of the NERAC Full Council to order at 1:00pm. He asked for the approval of the minutes from the May 13, 2021 meeting.

MOTION put forth by Chief J. Fisher.

- Approve the minutes from the May 13, 2021 meeting.
 - Seconded by Chief B. Moriarty.
 - In Favor: J. Brickett, C. Ryan, Chief B. Moriarty, Chief J. Fisher, Chief T. Judge, P. Cohen, J. Costanzo, D. Spinosa, J. LeLacheur, Chief R. Picariello, D. Ouellette, J. Sanchez.
 - Opposed: None.
 - Abstain: B. Klag.
 - The motion passed.
- Chair Chief J. Gilliland noted that Chief C. Picariello is retiring July 2, 2021 and wished him well in retirement and thanked him for his years of service to the region.

EOPSS/MAPC Updates

EOPSS

- S. Schey provided the following update on behalf of EOPSS:
 - V. Mboka-Boyer forwarded the NERAC Cache Committee's request to meet with EOPSS leadership and is waiting to hear back.

MAPC

- A. Reilly provided the following update on behalf of MAPC:
 - Resumes are being received for the open NERAC program manager position. Interviews will begin later this month.

FFY18/FFY19/FFY20 Budget Updates

- All Council members were provided with copies of the FFY19 and FFY20 budgets.
- A. Reilly proposed motions to balance out all line items in FFY18 (which ended on March

31, 2021 and was fully spent down), as well as to fund a \$99.00 plugin for the NERAC website called the “Elementor”. It is a companion plugin to the one funded last month (the “Toolset”) for \$111.00 and allows us to make more visually complex layouts on the website. It will be shared with the HMCC website, who paid for this plugin last year.

MOTION put forth by Chief J. Fisher.

- Transfer/approve funding as follows:
 - FFY18: Transfer \$2,201.46 from Line Item S Field Communications Unit Upgrade to Line Item G Regional Cache Sustainment.
 - FFY18: Transfer \$0.04 from Line Item K MAPC Program Management to Line Item I Technical Rescue Drills.
 - FFY18: Transfer \$8.51 from Line Item K MAPC Program Management to Line Item G Regional Cache Sustainment.
 - FFY19: Transfer \$2,201.46 from Line Item L Regional Cache Sustainment to Line Item A Communications Interoperability Project A.08 Field Communications Unit Upgrades.
 - FFY19: Approve \$99.00 out of Program Management to pay for the Elementor toolset plugin for the HMCC and NERAC websites.
- Seconded by J. Brickett.
 - In Favor: C. Ryan, J. Costanzo, Chief J. Fisher, Chief T. Judge, Chief J. LeLacheur, Chief B. Moriarty, Chief R. Picariello, J. Sanchez, D. Spinosa, J. Brickett, D. Ouellette.
 - Opposed: None.
 - Abstain: P. Cohen, B. Klag.
- The motion passed.

Regional Cache Equipment Update

- J. Sanchez provided an update from Cache Committee Meeting discussion on June 3, 2021 which addressed concerns that the cache system will not be sustainable if answers are not received from FEMA regarding the allowability of cache fees.
- S. Schey reiterated that V. Mboka-Boyer requested a meeting with EOPSS leadership on this matter.
- M. Foster expressed belief that since there is no federal rule against program income, we should be able to charge cache fees to maintain the program if we report income properly, rather than funding from the Council budget which is not sustainable.
- Chief J. Gilliland entertained a motion to transfer \$15,111.58 from remaining FFY19 Portable Ventilators funding to continue to fund the operation of the NERAC caches.

MOTION put forth by John Brickett.

- Transfer \$15,111.58 from FFY19 Line Item K.03 Portable Ventilators funding to Line Item L.12 Regional Cache Sustainment.
- Seconded by Chief B. Moriarty
 - In Favor: C. Ryan, J. Costanzo, Chief J. Fisher, M. Foster, Chief T. Judge, Chief J. LeLacheur, Chief B. Moriarty, Chief R. Picariello, J. Sanchez, D. Spinosa, J. Brickett.
 - Opposed: None.
 - Abstain: P. Cohen, D. Ouellette, B. Klag.
 - The motion passed.

Project Updates

NEMLEC Armored Vehicle

- A. Reilly provided an update that NEMLEC is in receipt of the armored vehicle. MAPC is working with NEMLEC and LENCO to address registration paperwork issues.
- Chief J. Fisher stated that the vehicle is being housed in Billerica and will be used frequently. Trade in went well; old vehicle was towed in and new vehicle towed back to the garage.

Statewide CISO Project

- This is a statewide project for the Council to consider at a cost of \$25,000 per region. The project would be to hire a consultant to conduct a Regional Chief Information Security Officer (RCISO) Feasibility Study. The approximately 9-month study would explore the feasibility of hiring a regional CISO (or team of CISOs) to be housed at a regional planning agency or large municipality who would be responsible for:
 - Leading municipalities through the cyber incident response plan development process.
 - Developing a systematic approach to help municipalities implement a robust cyber-secure environment and strategic budgetary planning needed to sustain the position.
 - Create a common operating picture of cybersecurity resulting in a network of cyber savvy municipalities.
- This has been approved by the Central Council, and tentatively approved by the West (approved at the committee level). It was tabled in the Southeast for more information due to concerns about whether communities could ultimately afford taking on the RCISO position.
- If the Council wants to move forward, funding could come from:
 - FFY19 - \$5,000 remaining from statewide cyber trainings from this past Fall.
 - FFY20 - \$20,000 allocated for cyber initiatives with no project.
- M. Foster proposed the addition of two cybersecurity seats on the council, which would require a bylaw amendment.

MOTION put forth by Chief J. Fisher.

- Allocate \$20,582 from FFY19 Line C Cybersecurity Penetration Testing & Seminars and \$4,415 from FFY20 for a total of up to \$25,000 for the Statewide CISO Project.
- Seconded by John Brickett
 - In Favor: C. Ryan, J. Costanzo, P. Cohen, Chief J. Fisher, M. Foster, Chief T. Judge, Chief J. LeLacheur, Chief B. Moriarty, Chief R. Picariello, D. Spinosa, J. Brickett, D. Ouellette.
 - Opposed: None.
 - Abstain: B. Klag.
- The motion passed.

Committee/Working Group Updates

Training & Exercise

- Chief J. Gilliland provided an update.
- The Active Shooter Training Supplies for Merrimac needs additional approval for tents,

tables, and tie-downs.

- The BDLS course is moving forward.
- The Burlington Mall Full Scale Exercise is moving forward.
- The Salem Haunted Happenings TTX is in transition due to leadership changes.
- The Large Animal Training is progressing.
- Iain McGregor provided two AARs for Confined Space and Swiftwater Rescue Drills that were approved by the Committee.

Interoperability/Info Sharing

- C. Ryan provided the update.
- The FD 5 and 15 Portable Radio Cache Project came in under budget, and remaining funding was allocated for an additional radio, charger, and pelican cases.
- A Green Mountain Communications representative attended the June Committee meeting to discuss the design of the Pow Wow Hill tower.
- The new Statewide Interoperability Coordinator (SWIC) is Richard Fiske and he attended the June Interop Committee meeting.
- C. Ryan will be setting up a meeting with the SWIC to discuss a Communication Unit Steering Committee, as well as a COML/COMT class from 2016 that was not entered into federal databases to ensure there are no ramifications for NERAC funded attendees.
- C. Ryan requested revising the Council and Committee Bylaws to address how to remove members from committees so that inactive members do not affect quorum requirements and the list accurately reflects representation. Currently, the bylaws don't address how to remove a member.

Regional Equipment Cache

- J. Sanchez provided an update earlier in the meeting.

Evacuation/Sheltering

- J. Costanzo provided an update that FEMA Shelter-in-Place pictogram guidance was posted on the NERAC website.

Hospitals

- B. Klag provided an update that the state is removing tier levels and there are no more state restrictions related to COVID-19, but his hospital system and others are keeping the one visitor policy and access restrictions in place. Facilities will still have a universal masking policy regardless of vaccine status. COVID-19 numbers are very low, but they are monitoring a new variant and preparing to surge again if needed or increase vaccine/testing distribution centers. Most equipment caches for PPE and response equipment have been replenished.

New Business Unforeseen by the Chair

- Chief Picariello expects there will be a replacement for him by July or August.
- Chief J. Fisher discussed a \$2 million, 5-year Homeland Security grant that Boston Police and Fire received to distribute testing materials to check for radiological/nuclear materials that are being transported illegally. The draft press release will be shared with the Council.

**** Next Meeting – July 8, 2021 @ 1:00pm ****

MOTION put forth by Chief B. Moriarty.

- Adjourn.
- Seconded by M. Foster.
 - In Favor: C. Ryan, P. Cohen, Chief J. Fisher, M. Foster, Chief T. Judge, Chief J. LeLacheur, Chief B. Moriarty, Chief R. Picariello, D. Spinosa, J. Brickett, D. Ouellette, B. Klag.
 - Opposed: None.
 - Abstain: 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 Brian Moriarty: Lawrence Fire Department

Dave Ouellette: Dracut Public Health Agent

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

Christopher Malone: Superintendent, Tewksbury Public Schools

ATTENDEES – OTHER

Sara Jordan: Hopkinton Fire Department

Theophilos Kuliopulos: North Reading Emergency Management

Heather Tecce: MEMA

Sonya Schey: EOPSS

Amy Reilly: MAPC

Lauren Sacks: MAPC

Brad Downey: MAPC

Mark Fine: MAPC

The following documents were used/referenced during the meeting:

- May 13, 2021 meeting minutes
- FFY19 and FFY20 Budget Updates
- FFY18 and FFY19 Financial Motions
- June 2021 Project Status Updates
- Regional CISO Feasibility Study Proposal