



# NORTHEAST HOMELAND SECURITY REGIONAL ADVISORY COUNCIL

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## Full Council Meeting

### Minutes

July 8, 2021

1:00pm

[Zoom Link](#)

Meeting ID: 958 7290 6692

Passcode: 688290

Dial In: 646 876 9923

### Call to Order

- Chair Chief J. Gilliland called the July 8, 2021 meeting of the NERAC Full Council to order at 1:00pm. He asked for the approval of the minutes from the June 10, 2021 meeting.

### MOTION put forth by Chief B. Moriarty.

- Approve the minutes from the June 10, 2021 meeting.
  - Seconded by Chief J. Fisher.
    - In Favor: J. Costanzo, Chief J. Fisher, M. Foster, Chief T. Judge, Chief J. LeLacheur, Chief B. Moriarty, J. Sanchez, D. Spinosa
    - Opposed: None.
    - Abstain: C. Malone.
  - The motion passed.

### EOPSS/MAPC Updates

#### *EOPSS Update*

- V. Mboka-Boyer provided the following update on behalf of EOPSS:
  - The meeting NERAC requested with EOPSS regarding the cache program has not been scheduled yet, but EOPSS leadership will reach out to Chair Chief J. Gilliland next week.

#### *MAPC Update*

- A. Reilly provide the following update on behalf of MAPC:
  - 19 resumes have been received for the open NERAC program manager position and we are in the process of conducting interviews, with finalist interviews being scheduled for the week of July 19.

### FFY19/FFY20 Budget Updates

- All Council members were provided with copies of the FFY19 and FFY20 budgets.
  - FFY19 budget ends December 31, 2021.

- FFY20 budget ends July 31, 2022.
- Two items to consider for purchase for the Beverly Cache Site:
  - Cover for Beverly Cache RoadRunnR Trailer
    - NERAC was presented with an opportunity to purchase a lightly used (demonstration item) trailer cover for the RoadRunnR Portable AM Radio Station Trailer at the Beverly Cache Site. The initial quote price is approximately \$150 plus \$45 freight. This cost was an estimate, so A. Reilly suggested allocating an amount of not to exceed \$300.
  - Overhead Doors Replacement for Beverly Cache Site
    - This is for the storage of the Council-funded PPE and medical supplies cache. A new quote was received, and the price is now \$5,920.00 (increased from the previous quote of \$5,250.00). The PPE and medical supplies came in under budget, so only an additional \$563.90 is needed for the overhead doors.
  - Funding for these items could come from:
    - FFY19: \$8,482.97 remaining from the NEMLEC armored vehicle
    - FFY19: \$1,115.85 remaining from T&E unallocated

MOTION put forth by Chief J. Fisher.

- Allocate \$863.90 from FFY19 Line Item O (Trainings and Exercises unallocated funding) for the purchase of the RoadRunnR Trailer Cover (\$300) and the Overhead Doors Replacement (\$563.90) for the Beverly Cache Site.
  - Seconded by D. Spinosa.
    - In Favor: J. Costanzo, Chief J. Fisher, M. Foster, Chief T. Judge, Chief J. LeLacheur, C. Malone, Chief B. Moriarty, J. Sanchez, D. Spinosa
    - Opposed: None.
    - Abstain: None.
  - The motion passed.

### **Project Updates**

- NEMLEC Armored Vehicle
  - The registration paperwork issues have been settled and this project is complete.
- NERAC PPE Cache
  - This is a joint project between NERAC, NEEMS, and Region 3 HMCC, and the cache is being managed across all three groups by J. Brickett. All POs have been issued and deliveries are arriving for the PPE and medical supplies. MAPC is working to coordinate and address delivery issues.
  - The next step is to develop borrowing agreements. This is in the works and MAPC legal has been consulted about the requirements.
- Statewide CISO Project
  - The Central and Western Councils have approved this project and Southeast will take it up for a vote in early August. A PJ is being drafted. We will move forward with procurement as soon as we hear whether the Southeast region is participating.

## Updating NERAC Bylaws

- Topics to consider addressing:
  - General Review
  - Add 1-2 Cybersecurity Seat(s) to Council
  - How to Remove Inactive Committee Members
- A. Reilly explained that the procedure to update the bylaws would require the Council to receive the proposed edits, have a 30 day waiting period, and then vote whether to accept.
- Chief T. Judge endorsed the proposal to add 2 Cybersecurity seats to the Council.
  - MAPC will draft the language for the Council's review.

## Disposing of NERAC Equipment

- Beverly Cache Site Surveillance Cameras
  - The Cache Committee has already voted that service for these cameras is going to be discontinued as of August 1, 2021. Beverly Cache is seeking to have the cameras disposed of by NERAC and have the City of Beverly take possession of them. MAPC reached out to IVC (the vendor who supplied and serviced the cameras) to see if they could conduct the equipment appraisal required by EOPSS for the disposition and they cannot, however they noted that based on the age of the camera systems and the present state of video technology, the value would be a very small fraction of the initial purchase price.
  - J. Sanchez clarified that the cameras are not monitoring the security of the cache equipment, they are portable cameras which are part of the cache equipment available to be borrowed.
  - MAPC will do more research and confer with EOPSS to see if we need a more formal appraisal.
- NEMLEC 2014 Explorer Trade-In
  - NEMLEC is looking to either trade in or sell the 2014 Explorer Commander's vehicle that NERAC purchased for them in order to upgrade the vehicle (NEMLEC has budgeted for the replacement). They received a trade-in quote price of \$3,600 from MHQ, and a sale price valuation from a private dealer of \$5,500. They are seeking Council approval to dispose of the vehicle.
  - If the Council approves disposal, MAPC will determine the particulars and work with EOPSS for approval.

## MOTION put forth by Chief B. Moriarty.

- Declare the Beverly Cache Surveillance Cameras surplus and allow the City of Beverly to take possession, and dispose of the NEMLEC 2014 Explorer vehicle for the best offered price.
  - Seconded by Chief T. Judge.
    - In Favor: J. Costanzo, Chief J. Fisher, M. Foster, Chief T. Judge, Chief J. LeLacheur, C. Malone, Chief B. Moriarty, J. Sanchez, D. Spinosa
    - Opposed: None.
    - Abstain: None.
  - The motion passed.

## **Committee/Working Group Updates**

- Training & Exercise - Chief J. Gilliland provided the following updates:
  - April (Confined Space) and May (Swift Water Rescue) AARs have been approved by EOPSS, so those reimbursements can now be processed.
  - July (Rope Rescue) and August (Structural Collapse) ERRs have been approved by EOPSS, so those drills can be conducted.
  - September (Trench Rescue) and October (Multi-Skills) ERRs were presented to the T&E Committee and can now be sent to EOPSS for approval.
  - \$20,000 from unallocated Technical Rescue Drills was allocated for the City of Beverly Dam Drill.
  - Active Shooter Training Supplies for the Merrimac active shooter training project is in progress.
  - Basic Disaster Life Support Training has been scheduled for August 31, 2021.
  - The Burlington Mall Full Scale Exercise and Salem Haunted Happenings TTX are moving forward towards procurement.
  - The Committee discussed who the target audience should be for the Large Animal Rescue Training.
- Interoperability/Info Sharing - C. Ryan provided the following updates:
  - First draft of the Pow Wow Hill feasibility study was received.
  - Cache Radios for Fire Districts 5 & 15 are being programmed and that project is almost complete.
  - In FFY19, funding was allocated for a generator at Zion Hill. This project was put on hold to purchase ventilators in response to COVID-19, but it will be discussed at the next Interoperability Committee meeting as it has now become a priority due to power failures at the site.
- Regional Equipment Cache - J. Sanchez provided the following update:
  - No report, we are waiting on the meeting with EOPSS/FEMA. The next Cache Committee meeting will be scheduled after that meeting takes place.
- Evacuation/Sheltering - J. Costanzo provided the following update:
  - The Committee is looking to regroup in the fall.
- Hospitals -
  - No update.

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

- None.

MOTION put forth by Chief J. Fisher.

- Adjourn the meeting.
  - Seconded by Chief B. Moriarty.
    - In Favor: J. Costanzo, Chief J. Fisher, M. Foster, Chief T. Judge, Chief J. LeLacheur, C. Malone, Chief B. Moriarty, J. Sanchez, D. Spinosa
    - Opposed: None.
    - Abstain: None.
  - The motion passed.

**\*\* Next Meeting – August 12, 2021 @ 1:00pm \*\***

### ATTENDEES - COUNCIL MEMBERS

Chief Jason Gilliland, Chair: Marblehead Fire Department

Joe Costanzo, Vice-Chair: Administrator, MVRTA

John Brickett\*: Executive Director, Northeast EMS

(\*Note: J. Brickett was logged in but away from the meeting to accept deliveries.)

Chief John Fisher: Carlisle Police Department

Mark Foster: Director, Beverly Emergency Management

Chief Tom Judge: Concord Fire Department

Chief John LeLacheur: Beverly Police Department

Christopher Malone: Superintendent, Tewksbury Public Schools

Chief Brian Moriarty: Lawrence Fire Department

John Sanchez: Director, Burlington Public Works Department

Dave Spinosa: Communications Director, Essex County Sheriff's Department

### ABSENT- COUNCIL MEMBERS

Paul Cohen: Town Manager, Town of Chelmsford

Sheriff Kevin Coppinger: Essex County Sheriff

Bill Klag: Emergency Preparedness Director, North Shore Medical Center

Dave Ouellette: Dracut Public Health Agent

Christopher Ryan: Deputy Director, North Shore Regional 911 Center

### ATTENDEES – OTHER

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:**

- June 10, 2021 meeting minutes
- FFY19 and FFY20 Budget Updates
- July 2021 Project Status Updates
- By-Laws of the Northeast Homeland Security Regional Advisory Council
  - Northeast Homeland Security Regional Advisory Council Addendum to Bylaws re: Committees
- Collins Overhead Door Quotation for Beverly Cache Site Overhead Doors Replacement
- MHQ Trade-In Quotation for NEMLEC 2014 Explorer