



NORTHEAST HOMELAND SECURITY REGIONAL ADVISORY COUNCIL

Interoperability Committee Meeting

Minutes

January 12th, 2021

9:30am

Remote Conference Call

Call to Order

- The January 12th, 2021 meeting of the NERAC Interoperability Committee was called to order by Chair Chris Ryan at 9:30am. He asked for approval of the minutes from the December 8th, 2020 meeting.

MOTION put forth by D. Spinosa.

- Approve the September 8th, 2020 meeting minutes.
 - Seconded by M. Mansfield.

Vote taken by rollcall: Chris Ryan, Michael Mansfield, Brian Roberts, Mike Collins, Tyler Dechene voted in favor.

Budget Update

- All Committee members were provided, via email, with the following budget update:

Project Name	Funding Year	Allocated Amount	Encumbered Amount	Invoiced Amount
NSR911 Center Communications Shelter Wiring	FFY2018	\$24,175.00	\$24,175.00	\$24,175.00
NSR911 Center Surge Protection	FFY2018	\$2,820.00	\$2,820.00	\$2,820.00
CMED MUX Conversion	FFY2018	\$43,870.00	\$43,870.00	\$43,870.00
CMED Console Upgrade	FFY2018	\$15,537.00	\$14,980.00	\$0.00
Fire District 14 Portable Radios	FFY2018	\$85,992.50	\$85,992.50	\$85,992.50
Beverly Cache Site Portable Radios	FFY2018	\$96,473.94	\$96,473.94	\$96,473.94
Fire District 5/15 Radio Upgrades	FFY2018	\$76,480.00	\$76,480.20	\$76,480.20
District 5 Microwave Tower	FFY2019	\$90,000.00	\$0.00	\$0.00
NEMLEC Portable Radios	FFY2019	\$45,000.00	\$44,330.25	\$44,330.25
Field Communications Unit Upgrades	FFY2019	\$25,000.00	\$21,123.64	\$0.00
COML Programming BF/OT Support	FFY2019	\$14,364.00	\$0.00	\$0.00
Fire District 5/15 Radio Simulcast Upgrades	FFY2019	\$10,000.00	\$0.00	\$0.00
COML/COMT Training	FFY2020	\$50,000.00	\$0.00	\$0.00
Communications Unit Upgrades	FFY2020	\$14,299.00	\$0.00	\$0.00
Cybersecurity Initiatives	FFY2020	\$20,000.00	\$0.00	\$0.00
Fire District 5/15 Portable Radio Cache	FFY2020	\$120,000.00	\$0.00	\$0.00
Fire District 5/15 Simulcast UHF	FFY2020	\$15,000.00	\$0.00	\$0.00
Fire District 5/15 Wide Area VHF	FFY2020	\$85,000.00	\$0.00	\$0.00
Fire District 6 Communications Upgrades	FFY2020	\$100,000.00	\$0.00	\$0.00

*Cache/Interop Committee Joint Project

Unallocated Amounts:

- FFY2018: \$0.00
- FFY2019: \$0.00
- FFY2020: \$0.00

Current Grant End Dates:

- FFY2018: December 31st, 2020
- FFY2019: July 31st, 2021
- FFY2020: July 31st, 2022

- The only change the budget is that the additional Field Comm Radios have been encumbered. Otherwise, the budget is the same as last month.
- The last remaining FY19 project is the District 5 Microwave Tower. This project is the construction of a new Microwave Tower at the Topsfield Highway Department.
 - M. Mansfield: The Essex County Fire Chiefs Association is looking into moving the equipment to the North Shore Regional 911 Center in Middleton.
 - M. Mansfield requested this project be put on hold until the February meeting.
 - It should be noted that if this project is cancelled the \$90,000.00 will need to be reallocated.
- Each Committee member was provided, via email, with a copy of the FFY20 NERAC Plan Interop projects.
- The Committee discussed which projects should be the priority once the FFY20 budget is able to be accessed in a couple of weeks.
- The Committee decided to prioritize the Fire District 6 Communications Upgrades project, Fire District 5/15 UFH project, and the Fire District 5/15 Portable Radio Cache project.
- MAPC will research possible cybersecurity trainings for the Committee to pursue.

Project Updates/Discussion

Field Communications Unit Upgrade

- The RFQ for this project was due on December 23rd, 2020.
- Motorola was the low bid for the radios at \$16,623.64.
- This was \$623.20 over the estimated budget, but there was still plenty of available funds in that line item so it was not an issue.
- There is still \$3,876.36 available in the Field Communications Unit Upgrades.
- The Committee discussed what to do with these remaining funds.
 - D. Spinosa suggested purchasing remote heads for both 16 and 20 Field Communications Units.
 - The \$3,000 should cover the cost of the remote heads.
 - D. Spinosa will obtain a quote for next month's meeting.

MOTION put forth by D. Spinosa.

- Approve remaining \$3,876.36 out of the Field Communications Units Upgrades line item to fund two remote heads for Field Comm Units 16 and 20.
 - Seconded by M. Mansfield.

Vote taken by rollcall: Chris Ryan, Michael Mansfield, Brian Roberts, Mike Collins, Tyler Dechene voted in favor.

CMED Consolette Upgrade

- R. Patterson relayed that the equipment has been delivered to CMED.
- Once MAPC receives the receiving copy we will go ahead and process payment to CyberComm.

Fire District 5 and 15 Radio Upgrades

- We have received all necessary EOPSS approvals to conduct this procurement.
- MAPC received a scope from T. Dechene.
- An RFQ has been drafted and will be released this week.

NERAC Region COML/COMT Roster

- MAPC contacted all of the certified and trainee COML and COMTs within the NERAC region soliciting interest for providing radio programming services to NERAC municipalities.
- Each Committee member was provided, via email, with a copy of the list of interested COML and COMTs.
- The Committee discussed next steps.
- MAPC will schedule a meeting with the interested COML and COMTs in February.
- D. Spinosa relayed that Mike Griffin and Jodie Carrol should be added to the list of interest COML and COMTs.

SIEC Report Out

- D. Spinosa provided a summary on the most recent SIEC meeting.
- The SIEC approved around 30 projects at the December meeting.
- The SWIC is putting together a Sharepoint website for COMUs to view available resources and available radio channels.
- The Massachusetts Tactical Channel Plan update is underway.

New/Old Business

Next Meeting

- The next regularly scheduled meeting is Tuesday, February 9th at 9:30am.
- All NERAC meetings will be held virtually until further notice.

ATTENDEES-COMMITTEE MEMBERS

Chris Ryan: Deputy Director, North Shore Regional 911 Center*

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

Chief Michael Mansfield: Andover Fire Rescue

Brian Roberts: Fire District 14 Communications

Mike Collins: City of Beverly, Commissioner of Public Services and Engineering

Tyler Dechene: Middleton Fire Department

ATTENDEES-OTHER

Caroline Graham: MAPC

Austin Murray: MAPC

Vicky Mboka-Boyer: EOPSS

Melissa Nezarro: EOPSS

ABSENT

Joe Griffin: Greater Boston Police Council

Chuck Jessico: Andover Public Safety

Mike Kass: Armstrong Ambulance Service

Michael Torosian: Ashland Fire Department

Jon Brickett: Executive Director, Northeast EMS Inc. *

Chief Joe Targ: Westford Fire Department

Mark Foster: Beverly Emergency Management*

Rich Patterson: Preparedness Coordinator, Northeast EMS, Inc.