



NORTHEAST HOMELAND SECURITY REGIONAL ADVISORY COUNCIL

Full Council Meeting

Minutes

September 10th, 2020

1:00 PM

[Zoom Link](#)

Remote Conference Call: 1-646-876-9923

Meeting ID: 941 0093 9341 / Password: 457753

Call to Order

- The September 10th meeting of the NERAC Full Council was called to order by Chair Chief J. Gilliland at 1:00pm. He asked for approval of the July 9th, 2020 meeting minutes.

MOTION put forth by Chief R. Picariello.

- Approve the July 9th, 2020 meeting minutes.
 - Seconded by J. Brickett.
 - All in Favor.

EOPSS/MAPC Update

EOPSS

- V. Mboka-Boyer provided the following update from EOPSS/OGR:
 - There has been no notice of award from FEMA/DHS yet about the FFY2020 State Homeland Security Program. The notice may be later than in years past due to the national response to the COVID-19 pandemic.

MAPC

- A. Murray provided the following updates from MAPC:
 - MAPC will submit the Quarterly Reports to EOPSS by October 15th, covering the period July 1st – September 30th, 2020.
 - The Council will hold its meetings at the regularly scheduled times moving forward on the second Thursday of every month, unless a reemergence of COVID-19 necessitates a change to accommodate regional conference calls.

FFY18/FFY19 Budget Updates

- All Council members were provided with FFY18 and FFY19 budget updates.
- The FFY18 budget is almost completely spent down, with the exception of several T&E projects.
 - \$942,216.71 invoiced out of \$1,102,390.26 (85%).

Project Updates

Portable AM Radio Station

- A purchase order was issued to Information Station Specialists for the emergency AM radio station, to be housed at the Beverly Cache Site.
- The following frequencies have been selected for broadcast by M. Foster, and will be available statewide.
 - 530, 1630, 1690, and 1700
- ISS will be filing for the appropriate FCC licenses in the coming days.

Communications Unit Upgrades

- Field Comm Units 20 and 60 (Lowell and Lawrence) will have new APX radios installed in the coming weeks, as soon as the selected vendor (2-Way Communications Service, Inc. & New England Vehicle Outfitters of Portsmouth NH) has the necessary cables ordered.
- There is still \$20,500.00 available for additional work on the Field Comm units.

Cyber Incident Response Plan Development Workshop

- The second Cyber Incident Response Plan Workshop will be held by the MassCyberCenter and Robinson+Cole on Monday, September 14th at 10:00am.
- MAPC will send out reminder emails out to all participants from Workshop #1 and the general contact lists.

Portable Ventilators

- The portable ventilator IFB opening was held on Wednesday, September 9th.
- Several bids were submitted, however none of the vendors submitted correctly via CommBuys so MAPC will need to conduct another IFB. Since the bid opening was remote, vendors were required to submit all necessary documents securely via CommBuys instead of by mail.
- A. Reilly will explore the possibility of using the GSA contract.

Mobile Applications

- An RFQ was conducted for the extension of the NERAC Mobile Application, and RockDove Solutions will be taking over the hosting of the application.
- Unfortunately, in the meantime Dude Solutions cannot change the logo on the app or report how many times the application is accessed by users (only how many times it has been downloaded).

Committee/Working Group Updates

Training & Exercise

- Chief J. Gilliland provided the following update:
 - Several trainings and exercises have been postponed due to COVID-19, such as the Topsfield School Evacuation Functional Exercise, the Basic Disaster Life Support class, and the active shooter trainings that were scheduled for July and August.
 - Additional funds were allocated for the Active Shooter Training Kits project.
 - The September Swiftwater Rescue Drill ERR was approved for the NEMTRT.
 - J. McLoughlin from MEMA provided an update on federal and state-sponsored trainings. MEMA will be exploring virtual classes, and will resume in-person deliveries if there are facilities that can accommodate the square footage requirements. The new requirements for in-person instruction were created from the

school reopening guidance. At the federal level, MEMA is exploring options to have instructors from “red” states be able to teach here, whether via quarantining for the required amount of time or by getting a COVID-19 test within 72 hours.

Interoperability/Info Sharing

- The Interop Committee met on Tuesday, September 8th.
- D. Spinosa provided the following update:
 - The communications shelter at the NSR911 Center has been completed with wiring.
 - The District 14 portable radio project has been completed.
 - The District 5/15 Radio Upgrade materials have been delivered, installation will be facilitated by Lt. Tyler Dechene of Middleton PD.
 - The CMED console equipment has not yet been delivered, MAPC will follow up with Motorola on an ETA.
 - MAPC will continue to work with the SWIC, Melissa Nazarro, to secure a list of certified COMLs and COMTs working in the region who will be asked to assist with local radio programming efforts to ensure that communities have access to the MA Tactical Channel Plan in case of regional emergencies.

Regional Equipment Cache

- The Regional Cache Committee met on September 2nd.
- J. Sanchez provided the following update:
 - The Committee voted to recommend a policy change that would allow a \$50.00 fee to be applied to all rentals below \$50.00 per invoice.

MOTION put forth by Chief B. Moriarty.

- Approve the proposed policy to apply a \$50.00 service fee to each invoice that does not meet the \$50.00 threshold. If the fee is applied, the invoice shall not be more than \$50.00.
 - Seconded by J. Brickett.
 - In Favor: J. Gilliland, J. Costanzo, J. Brickett, P. Cohen, J. Fisher, M. Foster, J. LeLacheur, C. Malone, B. Moriarty, R. Picariello, J. Sanchez, D. Spinosa.
 - Abstain: B. Klag
- M. Foster proposed the use of cache fees to pave a section of the Beverly cache site. The project would cost approximately \$20,000.00.
- All Council members were provided with cost estimates for the paving, which is part of a larger City-funded paving project.

MOTION put forth by Chief J. LeLacheur.

- Approve the use of \$20,904.02 in cache fees for paving a portion of the Beverly cache site.
 - Seconded by Chief R. Picariello.
 - In Favor: J. Gilliland, J. Brickett, J. Costanzo, P. Cohen, J. Fisher, M. Foster, B. Klag, J. LeLacheur, C. Malone, B. Moriarty, R. Picariello, D. Spinosa.
 - Abstain: J. Sanchez.

Evacuation/Sheltering Planning

- The Evacuation Committee met on July 9th.
- J. Costanzo provided the following update:

- J. Costanzo will work with MAPC staff to resume planning for the Evacuation/Sheltering TTX Template project.

Hospitals

- B. Klag provided the following update:
 - Hospitals are still focusing on reopening up to 100% of things that were closed due to COVID-19. Many facilities are within 10%, with masking and restricted visitor policies still in effect.
 - Still on a use-based allocation for things like gowns and N95 masks, none of the hospitals have been able to replenish any reserves of PPE.
 - Staffing levels will be challenged due to school reopening.
 - Purchasing a cache of medical supplies was discouraged due to the order competing with current needs in hospitals and other facilities. If caches were to be pursued, PAPR/CAPRs could be a more sustainable option for the long term.
 - J. Brickett has developed a plan for PPE stockpile, and will share more details at the October meeting.

New Business Unforeseen by the Chair

Chelmsford Soft Shelter Lighting Request

- S. Maffetone, Chelmsford's Emergency Management Director, was in attendance to request funds to install lighting inside the trailer that houses one of the region's soft shelter systems.
- Often the shelter is erected at night or in bad weather conditions that requires lighting for safety and efficiency purposes.
- Based on a quote that was received in April, the installation of lights totals \$1,425.00.
- Chief J. LeLacheur recommended that S. Maffetone reach out to Blue Line Industries in Danvers, MA for another quote.

MOTION put forth by Chief B. Moriarty.

- Allocate \$2,000.00 from FFY18 Line Item J Trainings and Exercises for the purchase of exterior lights on the Chelmsford soft shelter trailer.
 - Seconded by P. Cohen.
 - In Favor: J. Gilliland, J. Costanzo, P. Cohen, J. Fisher, M. Foster, B. Klag, J. LeLacheur, C. Malone, B. Moriarty, R. Picariello, D. Spinosa.
 - Abstain: J. Sanchez, J. Brickett

Next Meeting

- The next meeting will be held on October 8th, 2020 at 1:00 PM

Adjourn

MOTION put forth by Chief B. Moriarty.

- Adjourn.
 - Seconded by Chief R. Picariello.
 - In Favor: J. Gilliland, J. Costanzo, P. Cohen, J. Fisher, M. Foster, B. Klag, J. LeLacheur, C. Malone, B. Moriarty, R. Picariello, D. Spinosa.
 - Abstain: J. Sanchez, J. Brickett

ATTENDEES- COUNCIL MEMBERS

Chief Jason Gilliland, Chair: Marblehead Fire Department
Joe Costanzo, Vice-Chair: Administrator, MVRTA
John Brickett: Executive Director, Northeast EMS
Paul Cohen: Town Manager, Town of Chelmsford
Chief John Fisher: Carlisle Police Department
Mark Foster: Director, Beverly Emergency Management
Bill Klag: Emergency Preparedness Director, North Shore Medical Center
Chief John LeLacheur: Beverly Police Department
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

Chief Tom Judge: Concord Fire Department
Dave Ouellette: Dracut Public Health Agent
Christopher Ryan: Deputy Director, North Shore Regional 911 Center
Sheriff Kevin Coppinger: Essex County Sheriff

ATTENDEES- OTHER

Caroline Graham: MAPC
Theo Kuliopulos: Emergency Management Director, North Reading
Steve Maffetone: Chelmsford Emergency Management
Vicky Mboka-Boyer: EOPSS
Austin Murray: MAPC
Amy Reilly: MAPC