



NORTHEAST HOMELAND SECURITY REGIONAL ADVISORY COUNCIL

Interoperability Committee Meeting

Minutes

October 12, 2021

9:30am

Remote Video Conference Call

[Zoom Link](#)

Meeting ID: 920 9036 0532

Passcode: 508009

Dial In: 646 876 9923

Call to Order

- Chair C. Ryan called the meeting to order at 9:34am.

Approval of Minutes from the September 14, 2021 Meeting

MOTION put forth by M. Foster.

- Approve the September 14, 2021 meeting minutes.
 - Seconded by J. Griffin.
 - In Favor: D. Spinosa, J. Brickett, M. Foster, M. Collins, Chief M. Mansfield, Chief J. Targ, J. Griffin.
 - Opposed: None.
 - Abstain: Chief R. Patterson.
- The motion passed.

Budget Update

- All committee members were provided with the following budget update in the meeting packet.

Project Name	Funding Year	Allocated Amount	Encumbered Amount	Invoiced Amount
Pow Wow Hill Tower Feasibility Study	FFY2019	\$35,000.00	\$35,000.00	\$35,000.00
ECFCA UHF Receivers	FFY2019	\$58,017.02	\$0.00	\$0.00
NEMLEC Portable Radios	FFY2019	\$44,330.25	\$44,330.25	\$44,330.25
Field Communications Unit Upgrades	FFY2019	\$ 16,491.13	\$ 16,491.13	\$16,491.13
Fire District 5/15 Simulcast Equipment	FFY2019	\$11,883.16	\$11,883.16	\$11,883.16
Zion Hill Generator	FFY2019	\$14,364.00	\$0.00	\$0.00
COML/COMT Training	FFY2020	\$24,364.00	\$0.00	\$0.00
Communications Unit Upgrades	FFY2020	\$14,299.00	\$0.00	\$0.00

Fire District 5/15 Portable Radio Cache	FFY2020	\$120,000.00	\$107,786.77	\$ 98,145.84
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
Amesbury Feasibility Study	FFY2020	\$30,000.00	\$0.00	\$0.00
Zion Hill Generator	FFY2020	\$25,636.00	\$0.00	\$0.00

Unallocated Amounts:

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

Current Grant End Dates:

- FFY2019: December 31, 2021
- FFY2020: July 31, 2022

- We will receive FFY21 funding shortly which includes funding for the following A-List projects:
 - Essex County Fire Chiefs Association Communications Upgrades
 - Essex County Chiefs of Police Association Radio Cache Upgrade
 - Field Communications Unit 20/60 Upgrades
 - Littleton All-Band Console Upgrade
 - MetroFire North District Communications Feasibility Study
 - NERAC Radio Programming Initiative
 - Woburn/Zion Hill Generator

Project Updates

- *Fire District 5 and 15 Portable Radio Cache*
 - MAPC received PJ approval for the additional radio and battery, 2 pelican cases, and engraving for all 14 radios. An RFQ is drafted and ready to go after a few final details of the specifications are confirmed.
- *Fire District 6 Communications Upgrades*
 - A final draft version of the specs with a few remaining questions is under review, then any missing approvals will be obtained.
- *NERAC Region COML/COMT Radio Programming*
 - Per D. Spinosa, work on this project will resume in November/December.
- *Woburn Zion Hill Generator*
 - MAPC has been in touch with Chief Rufo of Woburn and received additional information and pictures for the EHP, which is close to completion.

Pow Wow Hill Tower

Review of Feasibility Study

- The main questions raised by the Committee were:
 - Will Amesbury allow this project?
 - What other partners besides GBPC, CMED, and ECFCA should be considered for this project? MEMA? Seabrook Nuclear Power Plant?
 - What opportunities exist for cost sharing?

- What is the timeline for the project? Should it be funded across multiple grant/fiscal years?
- Who will ultimately own the site?
- A draft MOU should be developed to help potential partners understand the scope of this project and their roles and responsibilities.

Potential Funding Options

- There have not been discussions to date regarding funding from the City of Amesbury for this project. It was noted that the City will be investing in this project by allowing use of the site.
- Chair C. Ryan can look into adding funding for site maintenance into the State 911 budget if they will be a part owner.
- A. Reilly suggested the Committee could also look into the state share homeland security funding to leverage NERAC funding.

MOTION put forth by J. Brickett.

- Conduct a separate informational Interop meeting to discuss the Pow Wow Hill project more in depth.
 - Seconded by Chief M. Mansfield
 - In Favor: D. Spinosa, J. Brickett, M. Foster, M. Collins, Chief M. Mansfield, Chief J. Targ. J. Griffin
 - Opposed: None.
 - Abstain: Chief R. Patterson.
- The motion passed.

NERAC Tactical Interoperable Communications Plan (TICP)

- MAPC will update the Council members and other related information in the most recent version of the TICP.
- An entire Committee meeting will be dedicated to a discussion of further updates to the TICP. When complete, an updated version will be posted on the NERAC website.

New Business Unforeseen by the Chair

- NEMLEC SWAT Portable Radios – An IFB is drafted, but D. Spinosa is looking into whether there is an option for a trade-in deal to finalize the specifications before issuing the IFB.
- Congratulations to Chief R. Patterson for being named Chief of the Dracut Fire Department.

MOTION put forth by J. Griffin.

- Adjourn meeting.
 - Seconded by D. Spinosa.
 - In Favor: D. Spinosa, Chief R. Patterson, M. Foster, M. Collins, Chief M. Mansfield, Chief J. Targ. J. Griffin.
 - Opposed: None.
 - Abstain: None.
- The motion passed.

**** Next Meeting: November 9, 2021 ****

ATTENDEES-COMMITTEE MEMBERS

Dave Spinosa: Communications Director, Essex County Sheriff's Department*
Mark Foster: Director, Beverly Emergency Management*
Chief Joe Targ: Westford Fire Department
Dave Frizzell: Executive Director, MetroFire (Left at 10am)
Mike Collins: Commissioner, Beverly Public Services & Engineering
Chris Ryan: Deputy Director, North Shore Regional 911 Center*
Jon Brickett: Executive Director, Northeast EMS Inc.* (Left at 10:30am)
Joe Griffin: Director of Operations, Greater Boston Police Council
Chief Rich Patterson: Dracut Fire Department; Preparedness Coordinator, Northeast EMS, Inc.
Chief Michael Mansfield: Andover Fire Rescue

ATTENDEES-OTHER

Amy Reilly: MAPC
Lauren Sacks: MAPC
Rosemary Volinski: MAPC
Vicky Mboka-Boyer: EOPSS
Matt Svatek: Westford Fire Department
Richard Fiske: EOPSS Statewide Interoperability Coordinator
Allan Alpert: Director of Melrose Emergency Management*

ABSENT

Tyler Dechene: Middleton Fire Department
Michael Torosian: Ashland Fire Department
Brian Roberts: Fire District 14
Charlie Dunne: Greater Boston Police Council

The following documents were used/referenced during the meeting:

- September 14, 2021 meeting minutes
- FFY19 and FFY20 Budget Updates
- Pow Wow Hill Tower Feasibility Study Final Report
 - Discussion Questions
- Northeast Mass TICP Update