



NORTHEAST HOMELAND SECURITY REGIONAL ADVISORY COUNCIL

Full Council Meeting

Minutes

November 12th, 2020

1:00 PM

[Zoom Link](#)

Remote Conference Call: 1-646-876-9923

Meeting ID: 937 4023 2782 / Password: 602165

Call to Order

- Chair Chief Jason Gilliland called the meeting to order at 1:00pm. He asked for approval of the October 8th, 2020 meeting minutes.

MOTION put forth by Chief B. Moriarty.

- Approve the October 8th, 2020 meeting minutes.
 - Seconded by M. Foster.
 - All in favor.

EOPSS/MAPC Updates

EOPSS

- V. Mboka-Boyer provided the following updates from EOPSS/OGR:
 - Effective immediately, new Council members will not need to complete a background check. This rule applies to all outstanding Council appointments. Chief J. Lelacheur and B. Klagg will not need to complete a background check.
 - The FFY2020 contract is ready. EOPSS/OGR is waiting for final approval from their finance department before sending the executed contract to MAPC.

MAPC

- A. Murray provided the following updates from MAPC:
 - The Home Energy Efficiency Team (HEET) and MAPC will be putting on a two-part “Know Your Gas System Workshop” workshop with municipal staff, first responders, gas companies and the public to learn about gas leak classification, repair prioritization, and the safety implications of the HEET’s new gas leak study.
 - MAPC will circulate information about the event, scheduled for November 19th at 12:00pm to all Council members and will send an invitation out to all regional stakeholders.

FFY18/FFY19 Budget Updates

- All Council members were provided with a summary of the FFY18 and FFY19 budgets.
 - The FFY18 funds will expire on March 31st, 2021.
 - The FFY19 funds will expire on July 31st, 20221

Project Updates

Portable Ventilators

- The remaining 22 portable ventilators have been ordered.
- MAPC will inform the Council and the region's hospital's specifically when the vendor provides MAPC with a delivery estimate.

Mobile Application & Website Upgrades

- NERAC's new mobile application is now live. It's the same general format with updated information, only hosted by a different company.
- MAPC sent email notifications to stakeholders about the new app, and will circulate directions for download to Council members after the meeting.
- The new NERAC website will be going live in the coming days as well, likely by the beginning of next week.

COML/COMT Programming Initiative

- The Statewide Interoperability Coordinator, Melissa Nazzaro, provided the Interoperability Committee with a list of COML and COMT personnel who passed the federal classes to become certified COML/COMTs.
- M. Nazzaro also committed to providing a list of individuals who completed their task books.
- The Interoperability Committee will work towards updating the list, and once the list has been purged of outdated information, a solicitation will be sent for assistance with radio programming.
- The goal of the project is to ensure that most/all NERAC communities have access to the MA Tactical Channel Plan on their portable radios in case of a regional/statewide emergency.

Cybersecurity Webinars & Online Trainings

- On October 19th and 27th, the four Homeland Security Councils hosted cybersecurity webinars featuring panels of cybersecurity experts from DHS/CISA (the Cybersecurity & Infrastructure Security Agency), EOPSS, MassCyberCenter, and the National Security Institute.
- The webinars focused on CISA's "Cybersecurity Essentials Toolkit", which is "a guide for leaders of...small and local government agencies to develop an actionable understanding of where to start implementing organizational cybersecurity practices."
- The webinars coincided with the publication of online training modules that will be hosted on the NERAC website that also cover the topics found within the Cybersecurity Essentials Toolkit.

Discussion on Regional Medical PPE Cache

- J. Brickett presented a plan and funding request for the establishment of a medical equipment/PPE cache for emergency medical services personnel and other first responders at the Beverly FEMA/NERAC site.
 - The cache would store gloves, gowns, masks, shields, etc.
 - The Region 3 HMCC would also be putting funding towards the cache.
 - The sustainment of the cache would be controlled by a 1-to-1 replacement process agreed upon in an MOU with borrowing entities.
 - The funding request was for \$65,000.00 for cache equipment and supplies, and another \$25,000.00 for infrastructure improvements to the storage facility in Beverly (mainly climate control).

MOTION put forth by Chief B. Moriarty.

- Allocate \$90,000.00 from FFY19 Line Item O Training and Exercise (\$55,000.00 in unallocated T&E funds, \$35,000.00 from existing T&E projects that have been postponed due to COVID—the AAIR, ITLS, and Cybersecurity trainings).
 - Seconded by Chief J. Fisher.
 - All in favor.
- NERAC will submit a project justification to EOPSS for the PPE cache. SHSP funds can be used under the “dual use provision” which states that allowable expenditures include “equipment or supplies...purchased primarily for the prevention, protection, response to and recovery from terrorism, but can [also] be used for incidents not related to terrorism” such as the COVID-19 pandemic.

Northeast Massachusetts Technical Rescue Team AARs

- I. McGregor from the NEMTRT was in attendance to present two After-Action Reports for drills completed in September.
 - Water Rescue Drill: September 17th – 18th, 2020
 - Rope Rescue Drill: September 28th & 30th, 2020
- MAPC will change the dates on the September Water Rescue drill to make them consistent throughout the document.

MOTION put forth by Chief B. Moriarty.

- Approve both the Water Rescue and Rope Rescue AARs as amended.
 - Seconded by Chief J. Fisher.
 - All in favor.

Committee/Working Group Updates

Training & Exercise

- Chief J. Gilliland provided the following update:
 - The November T&E meeting was cancelled due to a lack of activity because of gathering restrictions related to the COVID-19 outbreak.

Interoperability/Info Sharing

- C. Ryan provided the following update.
 - The Interoperability Committee met on Tuesday, November 10th via Zoom.
 - The Field Comm Unit upgrades are complete. Additional portable all-band radios will be purchased for each.
 - The 15 portable radios for NEMLEC were received and have been put into service.
 - \$10,000.00 was allocated to enable Fire District 5/15 to purchase simulcast equipment for Haverhill and Topsfield sites. Unallocated funds and funds from the Topsfield tower line item were used for that project.
 - A funding request from the Town of Topsfield was tabled until a more precise funding level could be determined. The project would have assisted with the connection between the Town of Topsfield and the North Shore Regional 911 center via fiber.
- The November SIEC meeting was cancelled.

Regional Equipment Cache

- J. Sanchez was not able to make the meeting. M. Foster provided the following updates:
 - FEMA has suspended the collection or use of any fees collected from the cache program while they assess the allowability of the program under current grant rules.
 - FEMA recognized during their audit/site visit to Massachusetts last summer that the amounts in the cache fee accounts were higher than anticipated.
 - MAPC is working with EOPSS to try and address some of the concerns raised by FEMA, and hopefully we have guidance soon regarding the future of the program.
 - It is unclear whether or not the NERAC cache sites have been overreporting cache fees.

MOTION put forth by J. Brickett.

- Transfer \$10,000.00 from FFY18 Line Item K MAPC Program Management to FFY18 Line Item G Regional Cache Sustainment for the reimbursement of the cache sites. Funds will be used to reimburse for supplies, and staff time spent performing inventory, providing technical assistance to borrowing communities, and performing maintenance on cached equipment.
 - Seconded by C. Ryan.
 - All in favor.
- Due to the freeze on the use of cache fees, Beverly can't finish the paving project that was originally approved to be completed with cache fees. Instead of using cache fees, M. Foster would like to utilize Council funds to be able to complete the paving for \$20,000.00.

MOTION put forth by J. Brickett.

- Transfer \$20,000.00 from FFY19 Line Item K Public Health Projects and Initiatives to FFY19 Line Item L Regional Cache Sustainment to complete the Beverly paving project.
 - Seconded by Chief J. Fisher.
 - All in favor.

Evacuation/Sheltering

- J. Costanzo provided the following update:
 - J. Costanzo will connect with MAPC regarding the Evacuation Guide currently being developed.

Hospitals

- B. Klag was unable to attend the meeting but sent the following update:
 - The region is seeing an increase in COVID-related hospitalizations, and therefore an increase in the need for PPE and related medical resources (i.e. ventilators and high-flow oxygen).
 - There has not been widespread curtailing of elective and non-essential services in the region at this time.

New Business Unforeseen by the Chair

- Next Meeting – December 10th, 2020 @ 1:00 PM

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
Chief John LeLacheur: Beverly Police Department
Christopher Malone: Superintendent, Tewksbury Public Schools
Chief Brian Moriarty: Lawrence Fire Department
Dave Ouellette: Dracut Public Health Agent
Dave Spinosa: Communications Director, Essex County Sheriff's Department

ABSENT- COUNCIL MEMBERS

Bill Klag: Emergency Preparedness Director, North Shore Medical Center
Sheriff Kevin Coppinger: Essex County Sheriff
Chief Robert Picariello: Marble Police Department
John Sanchez: Director, Burlington Public Works Department

ATTENDEES- OTHER

Caroline Graham: MAPC
Vicky Mboka-Boyer: EOPSS
Austin Murray: MAPC
Amy Reilly: MAPC
Dan Witts: MAPC/Region 3 HMCC