



# NORTHEAST HOMELAND SECURITY REGIONAL ADVISORY COUNCIL

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## Full Council Meeting

### Minutes

*November 18, 2021*

*1:00pm*

*Grand View Farm*

*55 Center Street, Burlington, MA 01803*

*Remote Participation Option:*

[Zoom Link](#)

Meeting ID: 985 6657 7948

Passcode: 436594

Dial In: 646 876 9923

### **Call to Order – Chief J. Gilliland, Chair**

- Chair Chief J. Gilliland called the meeting to order at 1:12pm.

### **Approval of Minutes from the October 14, 2021 Meeting**

- Chair Chief J. Gilliland asked for a motion to approve the October 14, 2021 meeting minutes.

MOTION put forth by Chief N. Hovey.

- Motion to approve the October 14, 2021 meeting minutes.
- Seconded by Chief B. Moriarty.
  - In Favor: J. Brickett, P. Cohen, Chief J. Fisher, M. Foster, Chief T. Judge, B. Klag, Chief J. LeLacheur, Chief B. Moriarty, C. Ryan, J. Sanchez, D. Spinosa, Chief N. Hovey, A. Alpert.
  - Opposed: None.
  - Abstain: None.
- The motion passed.

**Interoperability/Info Sharing** – C. Ryan (Agenda item taken out of order due to possibility of C. Ryan having to leave the meeting early.)

- The Committee met on November 9, with discussion centering on next steps regarding the construction of a new tower on Pow Wow Hill. Both Chief Berkenbush and Chief Bailey of Amesbury have expressed their support for the Pow Wow Hill Tower, but would like letters of support from the Committee, CMED, Greater Boston Police Council, and Essex County Fire Chiefs Association.

MOTION put forth by Chief B. Moriarty.

- Draft a letter in support of the construction of a public safety communications tower on Pow Wow Hill to be signed by Chair J. Gilliland and C. Ryan.

- Seconded by J. Brickett.
  - In Favor: J. Brickett, P. Cohen, Chief J. Fisher, M. Foster, Chief T. Judge, B. Klag, Chief J. LeLacheur, Chief B. Moriarty, C. Ryan, J. Sanchez, D. Spinosa, Chief N. Hovey, A. Alpert.
  - Opposed: None.
  - Abstain: None.
- The motion passed.

### **EOPSS/MAPC Updates**

- EOPSS Update – V. Mboka-Boyer provided an update on behalf of EOPSS. The FFY21 contract has been signed and funding is now available for projects approved in the FFY21 Plan.
- MAPC Update – A. Reilly provided an update on behalf of MAPC. A. Reilly will be meeting Tuesday of next week with EOPSS and SWFT program managers to discuss the new quarterly reporting template, which will help to standardize data reported to EOPSS.

### **Council Membership**

- Open Cybersecurity Seats
  - MAPC is drafting a document that will be an overview of the Council and the responsibilities associated with these seats in particular. Outreach to fill these positions will be conducted through the following channels: Massachusetts Cyber Center, EOPSS, and mayors and managers in the NERAC region. Staff will collect letters of interest and resumes from potential candidates for the Council’s review.
- Massachusetts State Police Liaison
  - It was recommended by Undersecretary J. Benincasa Thorpe that Councils fill their non-voting MSP seat. Staff is working with Chair Chief J. Gilliland and Vice Chair Chief J. Fisher on this.
  - Chief J. Fisher asked if EOPSS designate the liaison, or should he reach out to his MSP contacts?
    - B. Podsiadlo will reach back out with further guidance.

### **FFY19/FFY20 Budget Updates**

- Council members were provided copies of the FFY19 and FFY20 budgets in the meeting packet.
- The current grant funding end date for FFY19 is December 31, 2021, but MAPC will be requesting an extension from EOPSS until June 30, 2022.
- MAPC has received reimbursement requests from the Beverly Cache Site for costs associated with the operation of the cache and maintenance of equipment from January 2021 - October 2021. It is recommended that the Council take \$10,000 from the MAPC Program Management line to cover the October invoice and the anticipated November invoice.
- MAPC has this funding available because the agency has been unable to fill an open position that will partially support NERAC.
  - MOTION put forth by Chief J. Fisher.
- Move \$10,000 from FFY19 line item G.01 MAPC Program Support to line item L.12 for October and November Cache Site Maintenance.
- Seconded by Chief B. Moriarty.
  - In Favor: J. Brickett, P. Cohen, Chief J. Fisher, M. Foster, Chief T. Judge, Chief J. LeLacheur, Chief B. Moriarty, C. Ryan, J. Sanchez, D. Spinosa, Chief N. Hovey, A. Alpert.

- Opposed: None.
- Abstain: B. Klag.
- The motion passed.

## **Project Updates**

- NERAC PPE Cache
  - Distribution events occurred on November 15 & 16 at the Beverly Cache Site.
  - The HMCC distribution event was able to provide supplies for many medical stakeholders, so NERAC was able to fill requests from other types of stakeholders such as police and fire departments, and public schools. 40 agencies submitted requests for supplies.
  - The full allocations of N95 masks, isolation gowns, and face shields were distributed.
  - There are still surgical masks remaining to be distributed, and some additional interest from agencies that did not submit requests for these events, so MAPC is looking into hosting another distribution event in the near future for surgical masks.
  - MAPC has drafted a Resource Request Policy, Form, Confirmation Form, and Subscription Agreement and these documents are with J. Brickett for review. They will be presented to the Council for review at the December meeting.
- Statewide CISO Project
  - The RFP opening occurred on October 20 and the evaluation committee reviewed 3 proposals. The contract was awarded to B. Riley Advisory Services.
  - The contract is being signed for this work.

## **Disposing of NERAC Equipment**

- Beverly Cache Site Surveillance Cameras
  - The disposal letter is with EOPSS for approval.

## **EOPSS/OGR 2021 Stakeholder Preparedness Review (SPR)**

- EOPSS - OGR is requesting our homeland security region's assistance with completing the Stakeholder Preparedness Review, which is annually required by FEMA for EOPSS to apply for the federal homeland security program grant funding.
- B. Podsiadlo from EOPSS added further SPR guidance. He discussed how EOPSS wants to highlight the good work the Council has done and identify any needs.
  - J. Sanchez requested this conversation be tabled until EOPSS meets with the Cache Committee to discuss the status of the cache fee system.
  - B. Podsiadlo explained that EOPSS is awaiting FEMA guidance on this issue. Once that is received, EOPSS will be able to work with the Committee to determine the best path forward for the cache system.
- The Council went through the SPR and identified the best people to speak with in order to get the information required in each section:
  - Chris Ryan
    - Public Information and Warning
    - Cybersecurity
  - Chris Ryan, Allan Alpert, Mark Foster
    - Risk Management for Protection Programs and Activities
  - Allan Alpert & Mark Foster
    - Risk and Disaster Resilience
  - Chief LeLacheur
    - Operational Command

- Intelligence and Information Sharing
- Interdiction & Disruption
- Access Control & Identity Verification
- Chief Fisher
  - Screening, Search, Detection
  - Supply Chain Integrity & Security
- Beth Robert & Bill Klag
  - Fatality Management
  - Health and Social Services
- Jon Brickett
  - Public Health, Healthcare, and EMS
- Mike Collins
  - Physical Protective Measures
- MAPC
  - Planning
  - Economic Recovery

### **Committee Meeting Format Discussion**

- At the last meeting, the Council voted to hold hybrid Full Council meetings and in-person only Cache Committee meetings, but that vote was specific to the Cache Committee, and a decision wasn't made on the format for other committee meetings.

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

- Each Committee Chair shall decide on their committee meeting format.
- Seconded by J. Brickett.
  - In Favor: J. Brickett, P. Cohen, Chief J. Fisher, M. Foster, Chief T. Judge, B. Klag, Chief J. LeLacheur, Chief B. Moriarty, C. Ryan, D. Spinosa, Chief N. Hovey, A. Alpert.
  - Opposed: None.
  - Abstain: None.
- The motion passed.

### **Committee/Working Group Updates**

- Training & Exercise – Chief J. Gilliland
  - The Burlington Mall Full Scale Exercise contract was awarded to Ascenttra, the midterm planning meeting occurred this morning at the mall. The exercise will be held at the end of January.
  - The Domestic Water Supply TTX ERR was approved by EOPSS and MAPC is procuring the services of a consultant.
  - The Salem Haunted Happenings Tabletop Exercise AAR has been approved.
  - The SMART Large Animal Rescue Training is scheduled for November 29 at 8:30am. Registration is still open, with spots available.
  - CLSW Rescue Task Force Training is progressing and MAPC is awaiting information from the POC to finalize the TRR.
  - Basic Disaster Life Support Course evaluations are in with positive feedback, and interest in more advanced topics.
  - MAPC is working on the required approvals for an Advanced Disaster Life Support Course in May/June.
- Regional Equipment Cache – J. Sanchez
  - No update given.

- Evacuation/Sheltering – A. Reilly
  - MAPC met with N. Berger to try and revamp the Committee. MAPC has reached out to H. Tecce for project and membership ideas and has obtained interest from other MEMA representatives.
- Hospitals – B. Klag
  - Hospitals are seeing COVID-19 spikes and are still facing a staffing crisis. They are nearing a state of emergency. The State recently sent a letter to municipal and volunteer ambulance services that currently provide emergency EMS response only, to consider also providing inter-facility transfer and non-emergency responses to support residents and facilities in their communities.
    - Is Beverly EMS going to activate for non-emergency work?
    - M. Foster said that Beverly is aware of the request and will see what they can do. Beverly EMS also has limited staff.

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

MOTION put forth by Chief B. Moriarty.

- Adjourn meeting.
- Seconded by Chief N. Hovey.
  - In Favor: J. Brickett, P. Cohen, Chief J. Fisher, M. Foster, Chief T. Judge, B. Klag, Chief J. LeLacheur, Chief B. Moriarty, C. Ryan, D. Spinosa, Chief N. Hovey, A. Alpert.
  - Opposed: None.
  - Abstain: None.
- The motion passed.

**\*\* Next Meeting –December 9, 2021\*\***

### **ATTENDEES - COUNCIL MEMBERS**

Chief Jason Gilliland, Chair: Marblehead Fire Department  
 John Brickett: Executive Director, Northeast EMS  
 Chief John Fisher: Carlisle Police Department  
 Mark Foster: Director, Beverly Emergency Management  
 Dave Spinosa: Communications Director, Essex County Sheriff's Department  
 Paul Cohen: Town Manager, Town of Chelmsford  
 Bill Klag: Emergency Preparedness Director, North Shore Medical Center  
 Christopher Ryan: Deputy Director, North Shore Regional 911 Center  
 Chief Neal Hovey: Topsfield Police Department  
 Chief Tom Judge: Concord Fire Department  
 John Sanchez: Director, Burlington Public Works Department  
 Allan Alpert: Director of Emergency Management for the City of Melrose.  
 Chief Brian Moriarty: Lawrence Fire Department  
 Chief John LeLacheur: Beverly Police Department

### **ABSENT- COUNCIL MEMBERS**

Noah Berger: Merrimack Valley Regional Transit Authority  
 Sheriff Kevin Coppinger: Essex County Sheriff  
 Dave Ouellette: Dracut Public Health Agent  
 Christopher Malone: Superintendent, Tewksbury Public Schools

ATTENDEES – OTHER

Theophilos Kuliopulos: North Reading Emergency Management

Mark Monroe: Manager of Emergency Planning for MassDOT/MBTA Security/Emergency Management

McKinley Theobald: MassDOT Emergency Management Coordinator

Heather Tecce: MEMA Region 1

Jim McLoughlin: MEMA Training Coordinator

Benjamin Podsiadlo: EOPSS

Vicky Mboka-Moyer: EOPSS

Amy Reilly: MAPC

Lauren Sacks: MAPC

Rosemary Volinski: MAPC

Brad Downey: MAPC

**The following documents were used/referenced during the meeting:**

- October 14, 2021 Meeting Minutes
- FFY19 and FFY20 November Budget Updates
- November 2021 Project Status Updates
- 2021 Stakeholder Preparedness Review (SPR)