



NORTHEAST HOMELAND SECURITY REGIONAL ADVISORY COUNCIL

Interoperability Committee Meeting

Minutes

December 14, 2021

9:30am

*North Shore Regional 911 Center
18 Manning Avenue, Middleton, MA 01949*

Call to Order

- Chair C. Ryan called the meeting to order at 9:32am.

Approval of Minutes from the November 9, 2021 Meeting

- No vote was held because the Committee did not have a quorum for this meeting.

Budget Updates

- All Committee members were provided copies of the FFY19 and FFY20 budgets in the meeting packets.
 - The budgets were presented in a new format, as a screenshot of the budget document that MAPC works out of, which gives some more detail and a bigger-picture view.
- FFY19
 - The request to extend FFY19 funding has been approved by EOPSS and MAPC is in the process of signing the contract.
 - New Grant End Date: June 30, 2022
- FFY20
 - Grant End Date: July 31, 2022
 - There is currently \$20,000 unallocated.
 - Motorola has implemented a 12% price increase, so the \$20,000 unallocated may be needed for the following projects:
 - FFY19 A.14
 - FFY20 B.05, B.06, B.07

Project Updates

- *Fire District 5 and 15 Portable Radio Cache*
 - POs are being issued today for the final radio, battery, and utility cases.
 - A sound business procurement will be conducted for the engraving when this last radio is delivered, and that will close out the project.
- *Fire District 6 Communications Upgrades*
 - As this project evolved, several elements were not captured accurately in the previous approval documents, so MAPC has been working to get revised approvals.

- Specifications have been finalized, and an updated EHP has been submitted to EOPSS.
 - An IFB will be conducted once the EHP approval is received.
- *NEMLEC SWAT Radios*
 - This is funded out of a NEMLEC line item, not the Interop budget line, but we are providing an update since it is radio equipment.
 - An Invitation for Bids was posted but withdrawn. MAPC will be conducting a state contract procurement for this equipment instead.
- *NERAC Region COML/COMT Radio Programming*
 - NERAC implemented the following policy for all grant-funded projects starting in FFY2020:
 - “In order to qualify for funding, organizations or municipalities requesting NERAC funding must be able to demonstrate that the Massachusetts Tactical Channel Plan has been implemented into their radio systems, to the extent possible based on the technical capabilities of their system.”
 - Naming conventions must match.
 - This will apply to public safety related communication departments (Police, Fire, EMS, Public Works).
 - The Committee will ensure that any new interop related equipment purchases will comply. Other projects can move forward and be evaluated as soon as possible.
 - In some cases, one person may be able to confirm that all participating municipalities in a regional entity are compliant (ex: Control Chiefs could sign for NEMLEC, NEMTRT).
 - For those that are not compliant, through the NERAC Region COML/COMT Radio Programming project, the Council will fund a team of COMLs and COMTs to be deployed to NERAC communities in order to bring them into compliance with this effort. The Committee is also willing to provide support through this project to NERAC communities requesting programming help, but not requesting NERAC funding.
 - In January 2021, 1 COML, 3 COMTs, and 1 COML/COMT expressed interest in participating, along with some trainees.
 - Trainees may accompany established COML/COMTs, but only trainees that are part of the NERAC program would get BF/OT.
 - How many participants do we want from each category?
 - We will need to follow up with those who expressed interest in the past and ask for confirmation from their departments. We can do this as soon as we sort out the rest of these details, so we can explain how the program will work.
 - The Committee agreed with MAPC’s recommendation to have 3 signatures to validate the hours: Someone from the NERAC Interop Committee, the Chief from the COML/COMT’s department, and the Chief from the department that the work is being done for.
 - A database will be needed to track compliance. The Committee discussed having a list on the NERAC website, either in a password protected portal or posted since it is not sensitive information.
- *Woburn Zion Hill Generator*
 - This project was originally presented to NERAC and approved by EOPSS as a 200-500 KW generator for the Zion Hill Tower in Woburn, with a total expected cost of \$99,000 and the funding breakdown as follows:

- NERAC contribution: \$40,000
 - Woburn PD contribution: \$40,000
 - GBPC contribution: \$19,000 (or remaining balance)
- While working on the EHP, MAPC learned that the generator size will only need to be 58 KW, which is a large difference.
- While gathering further required information for the EHP, it came to our attention that the City of Woburn has already run an IFB for this equipment, and in reviewing that we noticed that the scope of work was more extensive than we were aware of (ex: tree removal, relocating chain-link fence, crushed stone with weed barrier) so a more extensive EHP would be required.
- In order for NERAC to contribute funding, we would need EHP approval in place first and MAPC would need to conduct the procurement (we could not contribute funding if an order is placed from Woburn's IFB).
- We are waiting to hear if Woburn is planning to move forward with their own purchase, or if they are still looking for NERAC support.
 - J. Griffin indicated that MAPC will likely still be lead agency on the procurement, and can move forward with the EHP approvals needed to conduct the IFB.
- *ECFCA UHF Receivers*
 - Additional information was required for the PJ, and the ECFCA Communications Committee and T. Dechene have been working to develop the scope to provide these details to MAPC. We expect to have some updated information after December 21.
- *Pow Wow Hill Tower*
 - *Letters of Support*
 - Letters of support were sent to Chief C. Bailey and Chief K. Berkenbush from the following groups:
 - NERAC
 - GBPC
 - ECFCA
 - CMED
 - NERAC's letter is included in the meeting packet.
 - The Chiefs presented to the Technical Review Committee on December 7, 2021 and will be presenting to the Conservation Commission on January 14, 2022.
 - Feedback from Amesbury has been positive, but the biggest question is funding.
 - *Intermod Study*
 - At the November meeting, this Committee approved the allocation of up to \$10,000 for an Intermod Study of frequencies and adjacent channels at the site.
 - ECFC Communications Committee will be the points of contact for this project – Chief M. Mansfield, T. Dechene, D. Spinosa.
 - J. Griffin and J. Brickett will review the scope as well.
 - The City of Amesbury will ensure we have all the right frequencies included in the scope.
 - There may be interest from NH State Police in being on the tower as well.
 - *Next Steps*

- Obtain approvals and develop scope to conduct Intermod study.
- Potential funding sources for tower construction:
 - SHSP/NERAC Interoperability Committee
 - North Shore Regional 911 Center
 - C. Ryan is discussing with State 911 which may be able to contribute \$100,000.
 - State budget earmark
 - MAPC can continue to research other options.

NERAC Tactical Interoperable Communications Plan (TICP) Updates

- MAPC will consult with legal to determine if this document must be posted or available publicly, as this will determine what contact information is included.
- The following sections were discussed and updated where possible. MAPC will reach out to appropriate points of contact to request additional information as needed.
 - Section 2.7 (Maintenance of the TIPC) and 2.8 (TICP Version Control)
 - Table 5: State Agency Fixed Gateways
 - Table 6: Regional Fixed and Mobile Gateways
 - Table 7: Radio Caches
 - Table 8: CASM AM POC Information
 - Table 11: Regional Interoperable Systems
 - Section B.2: Regional Radio Systems and Service Areas
 - Section B.3: Regional Interoperable System Detail
 - COMU Program (see Appendix H)
 - Table 23: TAC-Stack location and capability matrix
 - Appendix D: Gateways
 - Appendix E: Radio Caches
 - Appendix F: Mobile Communications Units
 - Appendix H: Regional Certified Communications Unit Leaders
 - Appendix I: MOUs, MOAs and Associated Forms
 - Note: Appendix L is in draft form with the SIEC, can be updated in the TICP after that is finalized at the State level.
- The TICP will be discussed again at the February Interoperability Committee meeting.
- **New Business Unforeseen by the Chair**
 - None.

**** Next Meeting: January 11, 2022 ****

ATTENDEES-COMMITTEE MEMBERS

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

Dave Frizzell: Executive Director, MetroFire

Mike Collins: Commissioner, Beverly Public Services & Engineering

Jon Brickett: Executive Director, Northeast EMS Inc.*

Joe Griffin: Director of Operations, Greater Boston Police Council

Chief Rich Patterson: Dracut Fire Department; Preparedness Coordinator, Northeast EMS, Inc.

Chief Joe Targ: Westford Fire Department

ATTENDEES-OTHER

Lauren Sacks: MAPC

Rosemary Volinski: MAPC

ABSENT

Chief Michael Mansfield: Andover Fire Rescue

Tyler Dechene: Middleton Fire Department

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

Michael Torosian: Ashland Fire Department

Brian Roberts: Fire District 14

Charlie Dunne: Greater Boston Police Council

Mark Foster: Director, Beverly Emergency Management*

The following documents were used/referenced during the meeting:

- November 9, 2021 Meeting Minutes
- FFY19 and FFY20 Budget Updates
- Pow Wow Hill Tower NERAC Letter of Support
- NERAC Tactical Interoperable Communications Plan (TICP)