



# NORTHEAST HOMELAND SECURITY REGIONAL ADVISORY COUNCIL

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## Full Council Meeting

### Minutes

*January 13, 2022*

*1:00pm*

[Zoom Link](#)

*Meeting ID: 947 5866 0306*

*Passcode: 949681*

*Dial In: 646 876 9923*

### Call to Order

- Chair Chief J. Gilliland called the meeting to order at 1:00pm.

### Welcome and Introductions

- Cybersecurity Seats
  - NERAC officially welcomed Colby Cousens and Edward Chao to the Council. EOPSS has confirmed their appointment and MAPC had introductory meetings with them last week to answer any questions they had about NERAC.

### Approval of Minutes from the December 09, 2021 Meeting.

MOTION put forth by J. Brickett.

- Approve the December 09, 2021 meeting minutes.
- Seconded by Chief J. Fisher.
  - In Favor: J. Brickett, Chief J. Fisher, P. Cohen, M. Foster, Chief T. Judge, Chief J. LeLacheur, B. Klag, Chief B. Moriarty, N. Berger, Chief N. Hovey, A. Alpert.
  - Opposed: None.
  - Abstain: J. Sanchez, C. Cousens, E. Chao.
- The motion passed.

### EOPSS/MAPC Updates

- EOPSS Update – V. Mboka-Boyer provided an update on behalf of EOPSS. EOPSS is now waiting on FEMA to release FFY22 budgets for the upcoming application process. EOPSS is requesting NERAC incorporates Special Event Incident Responses during project planning. MEMA will be releasing trainings on this type of response and will provide an update when they gather further training information.
- MAPC Update – A. Reilly provided an update on behalf of MAPC. FFY21 contracts are now in place and MAPC is working to pull together the budget. NERAC can now start working on FFY21 projects. MAPC is also working with HLS program managers to complete federal reporting which will be submitted to EOPSS next week. Lastly, MAPC will be posting a job which will consist of fiduciary procurement work and NERAC inventory work. The posting will be shared with the Council to share to any networks that

may be interested.

- Updated Food Expenditure Policy – EOPSS has provided preliminary updated food expenditure guidance. On a case-by-case basis, food and beverages (for lunch only) may be approved for certain interactive trainings, conferences and/or exercises, but specific criteria must be met for food and beverages to be provided. Factors will include, but not be limited to length of event, location of event, number of participants, types of activities, proper procurement, and other considerations. Overall costs for events must be appropriate, reasonable, and necessary.

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

- Council members were provided with copies of the FFY19 and FFY20 budgets in the meeting packet.
- FFY19 funding has been extended to June 30, 2022.
- Contracts have been signed for FFY21, so this funding is now available as well.

### **Project Updates**

- NERAC PPE Cache Distribution Events
  - The next round of Distribution Events will be held on January 20 and 21, 2022 at the Beverly Cache Site.
  - Request forms were due January 10<sup>th</sup> and we received 52 requests in the first 48 hours, which closed the survey since the quota was met. Based on the first-come first-served and burn rate policies in place, we will be able to distribute the remaining 192,200 surgical masks to 16 entities in the NERAC region, including police and fire departments, municipal emergency management departments, and schools.
- PPE and Medical Supply Cache Resource Request Policy
  - In upcoming weeks, a joint announcement with the HMCC and NEEMS will be sent out to the region detailing NERAC's PPE and Medical Supply Cache and policies. MAPC is waiting to make this announcement until after the PPE distribution event, so there isn't confusion with the January PPE Distribution Event.
- Statewide CISO Project
  - The kickoff meeting occurred on December 15th. Check-in meetings have been scheduled bi-weekly with the consultant to provide ongoing updates to program managers. The next check in meeting is scheduled for January 14, 2022.
  - The Council's Cybersecurity representatives will be included in future meetings for the project.
- NEMLEC SWAT Radios
  - This project is the purchase of 41 radios and related equipment for the NEMLEC SWAT Team.
  - We received a state contract quote for \$194,587.46 which is \$44,587.46 more than allocated for the project in FFY20.
  - This project is under Full Council jurisdiction, but it was discussed at Tuesday's Interoperability Committee meeting since it is radio equipment. The Interoperability Committee felt that this project is a critical need, and they voted to recommend that the Full Council reallocate a total of \$40,929.73 from the Interoperability budgets for this project.

MOTION put forth by J. Brickett.

- Move \$14,364 from FFY19 A.07 Zion Hill Generator, \$25,636 from FFY20 B.08 Zion Hill Generator, \$929.73 from FFY20 Interop Unallocated, and \$3,657.73 from FFY19 H.01 NEMLEC Armored Vehicle to fund the FFY20 NEMLEC SWAT Portable Radios.
- Seconded by Chief J. LeLacheur.
  - In Favor: J. Brickett, Chief J. Fisher, P. Cohen, M. Foster, Chief T. Judge, Chief J. LeLacheur, B. Klag, C. Ryan, Chief B. Moriarty, N. Berger, Chief N. Hovey, A. Alpert, J. Sanchez, C. Cousens
  - Opposed: None.
  - Abstain: E. Chao.
- The motion passed.

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

- Training & Exercise – Chief J. Gilliland
  - The Committee met earlier today and discussed the status of upcoming projects.
    - The Northwest Regional Active Shooter Training has been continually postponed due to Covid-19, but planning has recently started again with the ALERRT northeast manager.
    - The Regional Stop the Bleed Training has also been postponed and was set to start again last month. Due to the rise of COVID numbers recently, they have decided to postpone until COVID numbers begin to drop again. Merrimac PD has assured they feel confident they will be able to accomplish a significant number of trainings before the grant end date in June.
    - The Burlington Mall FSE next planning meeting is now scheduled for January 21, 2022, and the new planned date for the Full-Scale Exercise is April 3, 2022.
    - The Domestic Public Water Supply TTX received a quote from Ascentra that came in over budget. The Committee moved funding for the additional consultant costs.
    - CLSW Rescue Task Force Training TRR was approved by EOPSS and the EHP is in progress.
    - The Advanced Disaster Life Support Course has BDLS as a pre-requisite, and there are currently only 32 people in the region who are BDLS certified, from the course in August. Once we receive pricing information, we will bring that to the Committee to determine if they would fund another BDLS course.
    - Active Shooter Training Kit MOU and Borrowing Policy was discussed, and funding was allocated for the Kit's consumable items.
- Interoperability/Info Sharing – C. Ryan
  - The Committee met on Tuesday and discussed the status of projects.
    - Fire District 5 and 15 Portable Radio Cache- The remaining equipment was delivered and MAPC is working to get the radios engraved.
    - COML/COMT Radio Programming- BF/OT has been authorized for the programming and MAPC is working on how to track hours and compliance.
    - Fire District 6 Communications Upgrades- The EHP is still with EOPSS for approval.
    - The Committee is beginning to work on FFY21 projects such as the ECFCA UHF Receivers and equipment for the Field Comm units in Lawrence and Lowell.
    - Pow Wow Hill Tower- An intermod study will be conducted and Amesbury Police and Fire Chiefs are working to get city approval.

- NERAC TICP- The Committee has been collecting data from various disciplines to compile this report in February for a final review in March.
- Fire District 14 (Ashland) has NERAC funded ARNIC equipment from an old project which they no longer have use for, so that equipment will be offered to the Council, State Surplus, or we will request to dispose.
- Fire District 14 (Ashland) also has Motorola 7500 Consoles which used to connect to the CORE but they no longer use. The Interoperability Committee voted to support transfer of this equipment to C. Ryan and Chief J. Targ for use at their authorized CORE connected sites.

MOTION put forth by J. Brickett.

- Transfer Fire District 14's surplus Motorola 7500 Consoles to the Regional 911 Center site and the Westford Fire Department.
- Seconded by Chief J. Fisher.
  - In Favor: J. Brickett, Chief J. Fisher, P. Cohen, M. Foster, Chief T. Judge, Chief J. LeLacheur, B. Klag, Chief B. Moriarty, N. Berger, Chief N. Hovey, A. Alpert, J. Sanchez, C. Cousens, E. Chao.
  - Opposed: None.
  - Abstain: C. Ryan.
- The motion passed.
  
- Regional Equipment Cache – J. Sanchez
  - The Cache Committee has reallocated funding to purchase a 500kw generator and will still be able to use funding to procure vehicle barricades.
  - The surveillance cameras have been disposed to Beverly.
  - The Committee did receive an update on the cache fee system from EOPSS at last week's meeting. Program funding will now be used for cache maintenance and a system for reimbursement will be developed. The Town of Lexington is pulling out of NERAC's cache program and does not want to continue to manage the site. NERAC must find a new site to reallocate and host NERAC's equipment.
  - Chief J. Gilliland has had preliminary conversations with DFS, who may be able to host a cache site if needed.
- Evacuation/Sheltering – N. Berger
  - MVRTA has recently lost an employee to COVID complications. This has been a sobering reminder of the current state and impact of COVID.
  - The Committee had their first meeting last week and went over the purview and role of the Committee. They went through past projects and will start to develop project ideas for the FY22 Plan.
  - MVRTA would like to dispose of 4 vehicles that are NERAC assets that haven't been used since 2015.
    - J. Brickett disagrees with this request for disposal since NERAC funds were used recently to upgrade the Ambubus. There was further discussion of NERAC finding another organization to host the vehicles, since they are an important asset for the region.
    - J. Brickett and N. Berger will discuss this issue further before proposing a motion to the Council.

**Discipline & State Agency Liaison Updates**

- Discipline Updates:
  - Cybersecurity Update:
    - Communication channels have been established between C. Cousens and E.

Chao to discuss cybersecurity project ideas. They will look into the process of creating a cybersecurity committee.

- Hospital Update:
  - Hospitals are very busy, short staffed, and full. COVID numbers are high and hospitals are redeploying staff to mission critical departments. There has also been a PPE shift, which means these supplies will be scarce.
- Emergency Medical Services Update:
  - The National Guard has been deployed to augment staffing on ambulances. Ambulances are now as busy as hospitals. For people who have common ailments, it is suggested not to go to the emergency room unless it is an actual emergency.
- Public Safety & Communications Update:
  - The Regional 911 Center is now pushing the usage of roll carts due to the current availability of ambulances.
  - The Center has also developed policies and procedures for active assailant incidents.
- State Agency Liaison Updates:
  - Massachusetts Emergency Management Agency – J. Mannion
    - Jeff Tedesco (MEMA- Training Unit Supervisor) is looking into special event incident management trainings. MEMA’s logistical department is busy distributing masks, since there has been an uptick in requests. Testing kits have become available, but they are not able to be requested since they have already been designated.
    - The Council welcomed Matt Kolhonen who is the new MEMA Local Coordinator for Essex County.

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

- None

MOTION put forth by Chief J. Fisher.

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

**\*\* Next Meeting: February 10, 2022 \*\***

### **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

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  
Noah Berger: Merrimack Valley Regional Transit Authority  
John Sanchez: Director, Burlington Public Works Department  
Paul Cohen: Town Manager, Town of Chelmsford  
Colby Cousens: Danvers Director of Information Technology  
Edward Chao: Analyst, Harvard Kennedy School

#### ABSENT- COUNCIL MEMBERS

Sheriff Kevin Coppinger: Essex County Sheriff  
Dave Ouellette: Dracut Public Health Agent  
Christopher Malone: Superintendent, Tewksbury Public Schools  
Dave Spinosa: Communications Director, Essex County Sheriff's Department

#### ATTENDEES – OTHER

Theophilos Kuliopulos: North Reading Emergency Management  
Mark Monroe: MassDOT  
James Mannion: MEMA Regional Manager  
Glenn Carrano: CISA Protective Security, Region I  
Brian Clark: Norton Police Department  
Matt Kolhonen: MEMA Region 1  
David Frizzell: Metrofire Inc.  
Heidi Green: FBI  
Derek Sencabaugh: Lexington Fire Department  
Vicky Mboka-Moyer: EOPSS  
Richard Fiske: EOPSS  
Amy Reilly: MAPC  
Lauren Sacks: MAPC  
Rosemary Volinski: MAPC

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

- January 13, 2022 Meeting Agenda
- December 9, 2021 Meeting Minutes
- FFY19 FFY20, and FFY21 Budget Updates
- January 2022 Project Status Updates