



NORTHEAST HOMELAND SECURITY REGIONAL ADVISORY COUNCIL

Interoperability Committee Meeting

MINUTES

January 11, 2022

9:30am

[Zoom Link](#)

Meeting ID: 926 6944 1726

Passcode: 645163

Dial In: 646 876 9923

Call to Order

- Chair C. Ryan called the meeting to order at 9:31am.

Approval of Minutes

- November 9, 2021 Meeting Minutes
 - Since there was no quorum at the December meeting, the November minutes could not be approved at that time.
- December 14, 2021 Meeting Minutes
 - There was no quorum, but minutes were still taken at the advice of the Attorney General Division of Open Government.

MOTION put forth by Chief R. Patterson.

- Approve the November 9, 2021 meeting minutes.
 - Seconded by D. Frizzell.
 - In Favor: Chief R. Patterson, D. Spinosa, J. Brickett, D. Frizzell, M. Collins, T. Dechene, J. Griffin.
 - Opposed: None.
 - Abstain: M. Torosian.
- The motion passed.

MOTION put forth by J. Brickett.

- Approve the December 14, 2021 meeting minutes.
 - Seconded by Chief R. Patterson.
 - In Favor: Chief R. Patterson, D. Spinosa, J. Brickett, M. Foster, D. Frizzell, M. Collins, T. Dechene, J. Griffin.
 - Opposed: None.
 - Abstain: M. Torosian.
- The motion passed.

Budget Updates

- All Committee members were provided copies of the FFY19, FFY20, and FFY21 budgets in the meeting packets.
- FFY19

- The extension contract has been finalized and the new grant end date is officially June 30, 2022
- FFY20
 - Grant End Date: July 31, 2022
 - Currently \$20,000 unallocated.
- FFY21
 - The contracts are in place, and the funding is available to spend.
 - The meeting packet contains a list of the FFY21 A-List and B-List projects, with the Interop projects highlighted.

Project Updates

- *Fire District 5 and 15 Portable Radio Cache*
 - The battery, charger, and microphone are expected to ship on January 24.
 - The utility cases and radio were delivered, so we can move forward with the sound business purchase for the engraving.
 - Programming can begin once the final radio is assigned a State ID.
- *Fire District 6 Communications Upgrades*
 - The EHP is still with EOPSS for approval.
 - Project scope and specifications are all set for an IFB as soon as we have the EHP approval.
- **Woburn Zion Hill Generator*
 - (Out of order from Agenda.)
 - Chief Rufo of Woburn has confirmed that they are withdrawing their request for NERAC funding for this project. They will be covering the costs with GBPC.
 - The funding that was allocated to this can now be used for other projects.
 - Total: \$80,000
 - FFY19 – \$14,364
 - FFY20 – \$25,636
 - FFY21 – \$40,000
 - NERAC’s planned contribution to the Zion Hill Generator was \$40,000, and the Committee discussed re-allocating this amount to a BAPER N project.
- *NEMLEC SWAT Radios*
 - This is interoperability equipment, but it is a NEMLEC project under the jurisdiction of the NERAC Full Council.
 - A State Contract quote was received for \$194,587.46 which is \$44,587.46 more than the \$150,000 allocated for the project in FFY20.
 - There is \$3,657.73 unallocated remaining from the FFY19 NEMLEC Armored Vehicle that the Council could consider using, which would leave \$40,929.73 needed for the project.
 - D. Spinosa indicated that these radios are a critical need and suggested contributing funding to support the project.

MOTION put forth by J. Brickett.

- Recommend that the Full Council transfers \$14,364.00 from FFY19 A.07 Zion Hill Generator, \$25,636.00 from FFY20 B.08 Zion Hill Generator, and \$929.73 from FFY20 unallocated Interoperability funding to the FFY19 NEMLEC SWAT Radios.
 - Seconded by T. Dechene.

- In Favor: Chief R. Patterson, D. Spinosa, J. Brickett, M. Foster, D. Frizzell, M. Collins, T. Dechene, J. Griffin, Chief M. Mansfield, Chief J. Targ, M. Torosian.
 - Opposed: None.
 - Abstain: None.
 - The motion passed.
- *NERAC Region COML/COMT Radio Programming*
 - The following items discussed at the December meeting were reviewed for further discussion, since the December meeting did not have quorum:
 - 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 order to ensure as much compliance in the region as possible, the Committee is also willing to provide support through this project to NERAC communities if they request programming help, even if they are not seeking NERAC funding.
 - Trainees may accompany established COML/COMTs, but only trainees that are part of the NERAC program would get BF/OT.
 - 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*
 - (*See above.)
- *ECFCA UHF Receivers*
 - C. Ryan and T. Dechene are collecting more information for the PJ and specifications.
- *Pow Wow Hill Tower*
 - It was a challenge to find sample documents for the Intermod Study, but the PJ is now in progress.

NERAC Tactical Interoperable Communications Plan (TICP) Updates

- Updates are in progress and will be discussed further February meeting.
- In December the Committee asked MAPC to confirm whether it is a public document:
 - It is a matter of public record. Sensitive security information can be redacted, but this would not apply to contact information.

Fire District 14 Equipment Disposal

- ARINC Equipment
 - The following NERAC funded equipment was decommissioned in 2008 and is now obsolete. M. Torosian is requesting approval to dispose of it.
 - Chassis - 2811 (1)
 - Cisco 3560 switch (1)
 - Cisco 7940 IP phones (4)

- Computer - Dell Optiplex GX520 (2)
- Monitor - 15" (2)
- PVDMM DSP SIMM with four DSP's (1)
- EM voice interface (3)
- High density analog voice network module (1)
- Trunk - 2 Port RJ-48 Multiflex (2)
- Motorola 7500 Consoles
 - Two consoles and related equipment were purchased for Ashland to connect to the Core system, which they are no longer a part of. M. Torosian is seeking approval to transfer the equipment to another Core site that could use it.
 - C. Ryan and Chief J. Targ indicated that the equipment could be used for the Core connected sites at the RECC and Fire District 6.
- The Committee discussed establishing a policy to follow any time someone is seeking to dispose of equipment.

MOTION put forth by J. Brickett.

- Transfer the Motorola 7500 Consoles from Fire District 14 to the RECC and Fire District 6.
 - Seconded by D. Spinosa.
 - In Favor: Chief R. Patterson, D. Spinosa, J. Brickett, M. Foster, D. Frizzell, M. Collins, T. Dechene, J. Griffin, Chief M. Mansfield, Chief J. Targ, M. Torosian.
 - Opposed: None.
 - Abstain: None.
- The motion passed.

New Business Unforeseen by the Chair

- D. Spinosa will obtain a new quote for the FFY21 Littleton Console Upgrade project, to discuss funding at the next meeting.

MOTION put forth by M. Foster.

- Offer the ARINC equipment to the Full Council, post on the State Surplus site if the Full Council does not want to transfer the equipment, and dispose of the equipment if there are no bids on the State Surplus Site, and adjourn the meeting.
 - Seconded by Chief R. Patterson.
 - In Favor: Chief R. Patterson, D. Spinosa, J. Brickett, M. Foster, D. Frizzell, M. Collins, T. Dechene, J. Griffin, Chief M. Mansfield, Chief J. Targ, M. Torosian.
 - Opposed: None.
 - Abstain: None.
- The motion passed.

**** Next Meeting: February 8, 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
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
Mark Foster: Director, Beverly Emergency Management*

ATTENDEES-OTHER

Rich Fiske: SWIC
Lauren Sacks: MAPC

ABSENT

Charlie Dunne: Greater Boston Police Council
Brian Roberts: Fire District 14

The following documents were used/referenced during the meeting:

- November 9, 2021 Meeting Minutes
- December 14, 2021 Meeting Minutes
- FFY19, FFY20, and FFY21 Budget Updates