



NORTHEAST HOMELAND SECURITY REGIONAL ADVISORY COUNCIL

Sheltering Committee Meeting

Minutes

January 4, 2022

1:00pm

[Zoom Link](#)

Meeting ID: 974 0676 6981

Passcode: 396346

Call In: 1 646 876 9923

Call to Order

- Chair N. Berger called the meeting to order at 1:04pm.

Welcome and Introduction of Committee Members

- Committee members introduced themselves.

Overview of NERAC and the Role/Purview of the Committee

Per the NERAC Bylaws: *“This committee shall be responsible for the overall coordination of evacuation, sheltering, and pandemic influenza preparedness in the Northeast Region with a goal of providing resources, supplies, and planning to enhance overall evacuation and sheltering preparedness in the Northeast Region.”*

- Past Projects
 - The “Past Sheltering Committee Project List” was presented to the Committee by MAPC.
- FFY22 Plan Development Process
 - A. Reilly reviewed this process with the group.
 - The plan development process consists of identifying homeland security preparedness gaps in the region and coming up with project ideas to address those needs.
 - NERAC will receive guidance from EOPSS on state and federal funding priorities for that fiscal year. The Committee will then develop a list of potential sheltering and evacuation related projects based on these guidelines for the Full Council to review. The Council receives project ideas from both NERAC committees and stakeholders from within the region.
 - Council members will meet to decide which projects to fund at what levels and will submit a plan for the funding that will be sent to EOPSS and to FEMA for final approval.
 - This plan development process will wrap up around April and the funding will be available in the fall.
 - Committee members are tasked with coming up with potential project ideas for the next meeting. Some ideas discussed involved exercising the use of NERAC



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funded sheltering equipment, as well as the development of a family reunification template.

- MAPC will share information from the Western Region regarding their recent family reunification project.

Discussion of Committee Goals and Meeting Schedule

- The recommended meeting frequency is monthly at first to further discuss project ideas for the FFY22 Plan and then the Committee could consider switching to quarterly meetings.
- Sheltering Committee meetings will be the first Tuesday of the month at 1:00pm.

MOTION put forth by H. Tecce.

- Adjourn meeting.
- Seconded by M. Monroe.
 - In favor: Chief J. Gilliland, D. Ouellette, H. Tecce, L. Sardella, M. Theobald, M. Monroe, J. Weinstock, B. Roberts.
 - Opposed: None.
 - Abstain: None.
- The motion passed.

February 1, 2022 at 1:00pm – virtual

ATTENDEES – COMMITTEE MEMBERS

Chair Noah Berger: Merrimack Valley Regional Transit Authority*

Chief Jason Gilliland, NERAC Council Chair: Marblehead Fire Department*

Dave Ouellette: Dracut Public Health Agent*

Heather Tecce: MEMA Region 1

Lauren Sardella: MEMA Region 1

McKinley Theobald: MassDOT

Mark Monroe: MassDOT

Joanne Weinstock: FEMA

Beth Roberts: Region 3 HMCC/MAPC

ABSENT – COMMITTEE MEMBERS

none

ATTENDEES – OTHER

Vicky Mboka-Boyer: EOPSS

Rosemary Volinski: MAPC

Amy Reilly: MAPC

The following documents were used/referenced during the meeting:

- 1.2022 Sheltering Committee Agenda
- Past Sheltering Committee Project List