



NORTHEAST HOMELAND SECURITY REGIONAL ADVISORY COUNCIL

Full Council Meeting

Minutes

February 10, 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 1:01pm

Thank You to Public School Representative Chris Malone

- Chris Malone informed the Council he will be retiring as the Tewksbury School Superintendent at the end of this month, as well as the NERAC Council.
- If anyone on the Council would like to recommend someone to fill the Public Schools seat, please let us know.
- MAPC can also reach out to NERAC stakeholders to solicit resumes.

Approval of Minutes from the January 13, 2022 Meeting

MOTION put forth by Chief B. Moriarty.

- Approve the January 13, 2022 meeting minutes.
- Seconded by Chief J. LeLacheur.
 - In Favor: J. Brickett, Chief J. Fisher, P. Cohen, D. Spinosa, Chief J. LeLacheur, Chief B. Moriarty, C. Ryan, N. Berger, A. Alpert, C. Cousens, E. Chao.
 - Opposed: None.
 - Abstain: None.
- The motion passed.

EOPSS/MAPC Updates

- EOPSS Update – V. Mboka-Boyer provided an update on behalf of EOPSS. EOPSS is awaiting the Notice of Funding Opportunity (NOFO) for FFY22 HSGP funding. This may not be released until next month.
- MAPC Update – A. Reilly provided an update on behalf of MAPC. MAPC has posted a new position that would help with activities related to NERAC. MAPC has received a few applications, but the posting will be shared with the Council to pass along to anyone who may be interested.

FFY19/FFY20/FFY21 Budget Updates

- Council members were provided with copies of the FFY19, FFY20, FFY21 budgets in the meeting packet.
- FFY19 funding has been extended to June 30, 2022.

- FFY20 Grant End Date: July 31, 2022.
- FFY21 Grant End Date: July 31, 2023.

Project Updates

- **NERAC PPE Cache Distribution Events**
 - The final distribution event was held on January 20, 2022 at the Beverly Cache Site.
 - Over the three days of events in November and January, targets were reached to distribute 406,250 surgical masks, 15,000 gowns, 935 face shields, and 3,644 N95s.
 - This PPE was provided to Police, Fire, and Emergency Management Departments as well as schools and other agencies in 41 NERAC Region municipalities.
- **PPE and Medical Supply Cache Resource Request Policy**
 - The PPE and Medical Supply Cache Resource Request Policy is currently in place, and we are finalizing the joint email announcement with the HMCC and NEEMS which will provide further details on how this system will work.
- **Statewide CISO Project**
 - We have been having bi-weekly check in meetings with the consultant. The previous one was held on January 28, 2022 which our new cyber reps E. Chao and C. Cousens attended.
 - They helped us provide the consultant with contacts for municipal IT personnel from a small, medium, and large NERAC community so that the consultant can conduct interviews for a range of perspectives.
 - The next meeting is scheduled for tomorrow February 11, 2022.
- **NEMLEC SWAT Radios**
 - At the last meeting, the Council allocated the necessary additional funding for this project.
 - The PO is circulating for MAPC signatures to be issued shortly.

ARINC Equipment Transfer

- Fire District 14 (Town of Ashland Fire Department) has NERAC funded Interoperability equipment from a previous project which they no longer have use for and are seeking to dispose of.
- The equipment is all between 16-20 years old and was deemed obsolete and decommissioned in 2008.
- The computers could not be updated beyond Windows 95 and stopped working for that reason.
- At Tuesday's meeting, the Interop Committee voted to follow the process outlined in the meeting packet to transfer or dispose of the items:
 - First, offer this equipment to the Full Council for 30 days in case anyone has ideas to repurpose it and would like to vote on a transfer.
 - If no suggestions are received from the Council within 30 days, we will send the information out to our contact lists of NERAC regional stakeholders for 30 days.
 - If a stakeholder expresses interest in repurposing the equipment, that request will be brought to the Council to vote on a transfer.
 - If there is still no interest, then the Council can vote to request EOPSS approval to dispose of it.
- If anyone has knowledge of a use for this equipment, please let us know within the next 30 days.

NERAC Ambubus and Evacuation Vehicles

- During last month's Council meeting, N. Berger discussed that MVRTA would like to dispose of 4 vehicles that are NERAC assets that they currently house and maintain.
- N. Berger has let us know that NERAC's 1 Ambubus, 1 Evacuation Bus, and 2 Evacuation Vans are not operational at this time.
- The Council funded Ambubus upgrades in 2018-2019 using FFY17 funding. The upgrade of NERAC's Ambubus was from a 1996 model transit bus to a 2004 model year transit bus. The work consisted of taking the Ambubus kit (including stretchers, frame, and oxygen system) out of the 1996 model year bus and installing it in the 2004 model year bus, completing body work on the bus, and then painting/lettering the bus.
- How would the Council like to move forward with each of these vehicles?
 - The Council discussed fixing the power steering issue with the Ambubus and finding a new place for it to be housed and maintained. The Council would like to perform outreach to anybody in the region to see if there is any interest in hosting/utilizing the Ambubus.
 - The Council discussed disposing the 3 other NERAC evacuation vehicles that are nonoperational at this time.

MOTION put forth by Chief B. Moriarty.

- To dispose of NERAC's 1 Evacuation Bus and 2 Evacuation Vans currently being housed at MVTRA.
- Seconded by M. Foster.
 - In Favor: J. Brickett, Chief J. Fisher, P. Cohen, D. Spinosa, Chief J. LeLacheur, Chief B. Moriarty, C. Ryan, N. Berger, Chief N. Hovey, A. Alpert, C. Cousens, E. Chao, M. Foster, Chief T. Judge.
 - Opposed: None.
 - Abstain: None.
- The motion passed.

FFY22 Plan Development Process

- 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/MAPC are awaiting guidance from EOPSS on state and federal funding priorities for the FFY22 fiscal year.
- The project request forms would be sent out to Committees and stakeholders. The Committees will start developing a list of 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 start around April and the funding will be available in the fall.
- We started having these conversations on the committee level, but we have been waiting to send out further information to our regions stakeholders until guidance is received from EOPSS.
- MAPC can start to reach out to regional groups like NEMLEC and Tech Rescue Teams to start having these conversations.

Committee/Working Group Updates

- Training & Exercise – Chief J. Gilliland
 - The Northwest Regional Active Shooter Training- Will take place before the end of June 2022.
 - The Regional Stop the Bleed Training- An instructor planning meeting will take place February 16th, 2022. 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 2022.
 - The Burlington Mall FSE- The exercise is planned for April 3, 2022. Burlington FD has been having difficulty confirming participation from neighboring departments, but Burlington PD expects that mutual aid participation won't be an issue on their end.
 - The Domestic Public Water Supply TTX- The PO has been issued to Ascentra and a kickoff meeting is scheduled for February 14th, 2022.
 - The Topsfield School Evacuation Full Scale Exercise- This project was on hold due to COVID for a long time, but planning has resumed. A new Initial Planning Meeting was held on January 20, 2022.
 - The Advanced Disaster Life Support Course- The Committee decided to fund a virtual offering of the BDLs course since this is a prerequisite for ADLS.
 - Active Shooter Training Kit MOU and Borrowing Policy- Funding was allocated for the Kit's consumable items.
- Interoperability/Info Sharing – C. Ryan
 - Essex County Fire Chiefs UHF Receiver Project- The Committee is developing a scope of work to send to MAPC for procurement.
 - Fire District 5 and 15 Portable Radio Cache- The remaining equipment was delivered and MAPC is issuing a PO for radio engraving.
 - Fire District 6 Communications Upgrades- Specifications have been developed and moving toward a procurement after EHP approval is received.
 - COML/COMT Radio Programming- This project has been slow moving since there is difficulty with training and classes.
 - Pow Wow Hill Tower- The intermod study is put on hold in Amesbury due to legal issues regarding the deed of the property. Other agencies have expressed interest in a partnership if the tower is developed, which could help with funding.
 - Essex County Chiefs of Police Radio Cache- The ICIP has been completed and MAPC is conducting a state contract procurement.
 - Littleton All-Band Console- Additional funding has been allocated to fund the project.
 - NERAC TICP- The Committee is 75% done with the plan and hoping to conduct a final review within the next month before presenting it to the Council.
 - Equipment Disposal- The plan for equipment transfers/disposal was conducted transparently among the Committee and Council. The 7500 equipment will remain with agencies connected to the core, and the ARINC equipment will be offered to the Council and stakeholders.
 - The Committee is working on a plan to standardize radio ID formats.
- Regional Equipment Cache – M. Foster.
 - Beverly/Framingham/Lexington caches are still working cache sites.
 - Another 500kw generator is being procured as well as sign boards.
- Evacuation/Sheltering – N. Berger
 - The transit industry is at 65% of pre-pandemic ridership. There will be system wide free fares on Sept. 1st.
 - The Sheltering Committee met the first week of February and started

brainstorming FFY22 project ideas. Some project ideas include a feasibility study for regional shelters and an exercise based on lessons learned from the gas explosions.

- N. Berger has received interest from two transportation planners from the region and recommends appointing them to the sheltering committee.

MOTION put forth by N. Berger.

- To appoint Betsy Goodrich (Sr. Transportation Planner) and Christopher Curry (Transit Manager/Associate Planner) to the Sheltering Committee.
- Seconded by E. Chao.
 - In Favor: J. Brickett, Chief J. Fisher, P. Cohen, Chief J. LeLacheur, Chief B. Moriarty, C. Ryan, N. Berger, Chief N. Hovey, A. Alpert, C. Cousens, E. Chao, M. Foster, Chief T. Judge.
 - Opposed: None.
 - Abstain: None.
- The motion passed.

Discipline & State Agency Liaison Updates

- Discipline Updates:
 - Emergency Management: MEMA is hosting MDOT training which has some open training spots in the evening. H. Tecce is making the switch to a local coordinator and Matt Kolhonen will take over Essex County.
 - Cybersecurity- Ransomware is becoming increasingly more sophisticated which can impact critical infrastructure and local governments. Do the communities the Council represent have plans in place if there is a ransomware incident? The Cyber representatives would like to develop NERAC's cybersecurity approach to the region and will start to reach out to agencies and align their efforts with their initiatives (complimenting their efforts).
 - Emergency Medical Services: The current status of EMS aligns with the status of hospitals across the region. The National Guard was deployed to drive transferring ambulances.
 - Public Safety Communications: The TRT team and C. Ryan will submit his concerns and support regarding the issues PSAPS are having in a letter to the Secretary.
- State Agency Liaison Updates
 - Massachusetts Emergency Management Agency-H. Tecce
 - H. Tecce gave this update under the Emergency Management Update.

New Business Unforeseen by the Chair

- The Council would like to entertain the idea of having their meetings in person again.

MOTION put forth by J. Brickett.

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

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

ABSENT- COUNCIL MEMBERS

John Sanchez: Director, Burlington Public Works Department
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: MassDOT
McKinley Theobald: MassDOT
Lauren Sardella: MEMA Region 1
Heather Tecce: MEMA Region 1
Matt Kolhonen: MEMA Region 1
Anita Arnum: Acton Fire Department
David Frizzell: Metrofire Inc.
Derek Sencabaugh: Lexington Fire Department
Vicky Mboka-Moyer: EOPSS
Richard Fiske: EOPSS
Amy Reilly: MAPC
Lauren Sacks: MAPC
Rosemary Volinski: MAPC
Mark Fine: MAPC

The following documents were used/referenced during the meeting:

- February 10, 2022 Meeting Agenda
- January 13, 2022 Meeting Minutes
- FFY19 FFY20, and FFY21 Budget Updates

- February 2022 Project Status Updates
- ARINC Equipment Transfer
- Draft FFY22 Project Request Form