



NORTHEAST HOMELAND SECURITY REGIONAL ADVISORY COUNCIL

Interoperability Committee Meeting

Minutes

February 8, 2022

9:30am

[Zoom Link](#)

Meeting ID: 984 5677 3698

Passcode: 652946

Dial In: 646 876 9923

Call to Order

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

Approval of Minutes

- January 11, 2022 Meeting Minutes

MOTION put forth by J. Brickett.

- Approve the January 11, 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, Chief M. Mansfield, Chief J. Targ.
 - Opposed: None.
 - Abstain: None.
- The motion passed.

Budget Updates

- All Committee members were provided copies of the FFY19, FFY20, and FFY21 budgets in the meeting packets.
- FFY19
 - Grant End Date: June 30, 2022
 - All funding is allocated.
 - L. Sacks noted an edit to the meeting packet: Line-item A.07 Zion Hill Generator should reflect \$0. That funding was transferred to the NEMLEC SWAT Radios, and Interoperability is not overallocated.
 - All FFY19 projects are closed except A.14 ECFCA UHF Receivers (\$58,017.02), which combines with additional funding for the project in FFY20 and FFY21.
- FFY20
 - Grant End Date: July 31, 2022
 - Unallocated: \$19,070.27
 - MAPC will be requesting an extension from EOPSS.
 - Aside from urgent FFY21 projects, the Committee should prioritize FFY19 and FFY20 spend-down.
- FFY21
 - Grant End Date: July 31, 2023

- Unallocated: The \$40,000 in the Zion Hill Generator line item is available because that project is no longer being funded.
 - At the January meeting, the Committee discussed reallocating that funding for a GBPC related project.

Project Updates

- *NEMLEC SWAT Radios*
 - At their January meeting, the Full Council took the Interoperability Committee's recommendations to transfer funding to support this project.
 - The contract is being signed by MAPC and the PO will be issued shortly.
- FFY19
 - *ECFCA UHF Receivers*
 - This is the last project with funding remaining in FFY19.
 - The PJ is partially drafted, but we need equipment specifications to obtain a quote to submit with the ICIP.
 - T. Dechene will be the contact for EHP information.
- FFY20
 - *Fire District 5 and 15 Portable Radio Cache*
 - All equipment has been delivered, and a PO was issued for the engraving.
 - The project will be closed out as soon as the engraving is finished and the invoice is paid.
 - The remaining funding will be transferred to the ECFCA UHF Receivers.
 - C. Ryan and D. Spinosa are working on the code plug for remaining radio.
 - *Fire District 6 Communications Upgrades*
 - The EHP was submitted to EOPSS on December 12, 2021. I am checking in periodically but have not heard back on approval yet.
 - Detailed specs have been developed, so we can move on to procurement as soon as EHP approval is in.
 - *COML/COMT Radio Programming*
 - A PJ was approved for the FFY19 funding, but that was zeroed out in the budget, so we need new PJs for FFY20 and FFY21 funds.
 - This project has \$24,364 in FFY20 for "Training" and \$15,000 in FFY21 for "BF/OT Radio Programming"
 - In the meantime, MAPC is working with Dave Spinosa to draft a document for hours sign-off for the programming work.
 - *Pow Wow Hill Tower*
 - *Intermod Study*
 - The PJ was submitted to EOPSS and approved.
 - Procurement documents are partially drafted and a template was developed for the Scope of Work, but technical details are needed.
 - A document was recently found that deeds the land as park, so the city's legal counsel is reviewing the options. The Intermod Study will be postponed until a determination is made on the use of the land. If needed, the secondary option for the tower location can be considered.
 - *Potential Partnerships*

- A letter from NextEra Energy Seabrook LLC expressing interest in space on the new tower was included in the meeting packet for discussion.
 - We cannot charge NextEra to lease space, but they may be able to contribute to construction.
 - T. Dechene noted that only NextEra's public safety equipment (not private equipment) could go on the site.
 - NH State Police could be considered for a partnership as well.
- FFY21
 - *ECCOP Radio Cache*
 - The PJ and ICIP are complete. The ICIP is with Chief J. Gilliland for approval and signature.
 - This will be procured via State Contract, and based on the preliminary quote of \$168,660 it is expected to come in under budget.
 - *Littleton All-Band Console*
 - The PJ and ICIP are complete. The ICIP is with Chief J. Gilliland for approval and signature.
 - This project will also need an EHP, which is in process.
 - This may also be purchased via State Contract.
 - There is currently \$21,000 allocated, but pricing on the last quote was \$22,116.46.
 - Additional funding could come from FFY20 Unallocated: \$19,070.27

MOTION put forth by D. Spinosa.

- Allocate \$2,000 from unallocated FFY20 funding to support the FFY21 Littleton All-Band Console project.
 - 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.
 - Opposed: None.
 - Abstain: None.
- The motion passed.

NERAC Tactical Interoperable Communications Plan (TICP) Updates

- L. Sacks stated that edits are in progress and thanked those who contributed updated information.
- Follow-up questions will be sent out to gather information needed to finalize the document.

Fire District 14 Equipment Disposal

- Motorola 7500 Consoles
 - MAPC is working on the MOUs and transfer letters.
- ARINC Equipment
 - The State Surplus Office informed us that the equipment is not eligible to be listed there, as it is only for executive departments. Therefore, the process voted on at the last Committee meeting will need to be revised.

- L. Sacks noted the process used in the past has been to offer the equipment to the NERAC Council and to NERAC stakeholder contact lists, and then request approval to dispose per EOPSS policy if there is no interest.

MOTION put forth by M. Foster.

- Use the following process to transfer or dispose of the equipment: Offer the equipment to the NERAC Full Council for suggestions on repurposing any of the items. The Council will vote on any proposed equipment transfers. If no suggestions are received from the Council within 30 days, the equipment will be offered to NERAC regional stakeholders for 30 days. If a NERAC 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, the Council can vote to request EOPSS approval to dispose of the equipment.
 - 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.
 - Opposed: None.
 - Abstain: Chief J. Targ.
 - The motion passed.

Standardizing Radio ID Format

- The Committee will send ideas for a standard ID format for NERAC funded radios to L. Sacks, to be discussed and voted on at the next meeting.

New Business Unforeseen by the Chair

- T. Dechene noted that GBPC is considering a project to purchase routers and switches for microwave sites to provide routing capability leverage existing networks while providing necessary traffic management. Anyone that wants to leverage the NERAC microwave network will be served by the upgrades, which will allow different paths to get to an endpoint.
- D. Spinosa noted that there is communications equipment at NERAC's Lexington Cache Site which is used frequently by NEMLEC. Relocation of that equipment should be discussed if the Lexington site no longer participates in the NERAC Cache Program after the new policies are determined.

MOTION put forth by D. Frizzell.

- 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.
 - Opposed: None.
 - Abstain: None.
- The motion passed.

**** Next Meeting: March 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*
Mark Foster: Director, Beverly Emergency Management*

ATTENDEES-OTHER

Lauren Sacks: MAPC

ABSENT

Michael Torosian: Ashland Fire Department
Charlie Dunne: Greater Boston Police Council
Brian Roberts: Fire District 14

The following documents were used/referenced during the meeting:

- January 11, 2021 Meeting Minutes
- FFY19, FFY20, and FFY21 Budget Updates
- NextEra Energy Seabrook LLC