



NORTHEAST HOMELAND SECURITY REGIONAL ADVISORY COUNCIL

Interoperability Committee Meeting

Minutes

May 10, 2022

9:30am

North Shore Regional 911 Center

18 Manning Avenue, Middleton, MA 01949

Call to Order

- Chair C. Ryan called the meeting to order at 9:33am.

Approval of April 12, 2022 Minutes was postponed as the Committee did not yet have a quorum.

Budget Updates

- Committee members were provided with copies of the FFY19, FFY20, and FFY21 budgets in the meeting packet.
 - FFY19 Grant End Date: Extended to December 31, 2022.
 - FFY20 Grant End Date: Extended to June 30, 2023
 - FFY21 Grant End Date: July 31, 2023

Project Updates

- *ECFCA UHF Receivers*
 - ICIP/SIEC and PJ/EOPSS approval were received last week.
 - MAPC is confirming with EOPSS that EHP approval is not needed for this project before beginning procurement.
- *Fire District 5 and 15 Portable Radio Cache*
 - PJ approval was received for the additional 6-bank charger, so MAPC will work on that procurement.
 - Regarding the missing accessories (mic and charger, value of \$200.10), according to the vendors and tracking information, all equipment was delivered. Since we have proof of delivery and the vendor was paid, there isn't further action we can take.
- *Microwave Routers and Switches*
 - The PJ and ICIP have been submitted. The ICIP was accepted at the last SIEC meeting, but we are awaiting official EOPSS notification and PJ approval.
 - MAPC is confirming with EOPSS that EHP approval is not needed for this project before beginning procurement.
- *Pow Wow Hill Tower*
 - As of now, this project has been discontinued and the allotted funding can be reallocated.
- *ECCOPA Radio Cache*
 - State Contract PSE01 is now in effect for Motorola equipment.
 - MAPC conducted a PSE01 state contract procurement and received a quote for \$168,660.60, which was the expected cost.

- A PO will be issued shortly.
- *Littleton All-Band Console Upgrade*
 - This project was waiting on PSE01, which is now active.
 - MAPC legal is reviewing the terms of the contract relating to construction procurement to ensure we follow the requirements correctly.
 - When that is confirmed, MAPC will request prevailing wage documentation and conduct a new State Contract procurement.
- *Metrofire North District Feasibility Study*
 - PJ approval has been received from EOPSS.
 - The Scope of Work is being developed, incorporating the Committee's feedback from the last meeting as well as previous scopes for similar projects.
 - An RFQ will be conducted when the scope is complete.
- *NERAC Radio Programming Initiative*
 - The NERAC Full Council voted to increase the BF/OT cap for this project to \$60/hr, as requested by C. Ryan and D. Spinoso.
 - MAPC is submitting a PJ amendment to EOPSS and determining whether additional SIEC approval will be needed, since previously approved documents stated the \$35/hr rate.
 - The project would still need to remain within the total allocated amount of \$15,000.
 - MAPC is working on a draft MOU between MAPC/NERAC and the COML/COMTs departments outlining the responsibilities and liabilities of each party.
 - MAPC will need someone with technical knowledge to develop the section that outlines the responsibilities of the COML/COMTs.
 - When it is ready to move forward, the Committee will be asked to help advertise the program to stakeholders.
- *Fire District 6 Communications Upgrades*
 - One bid was received from Cyber Communications for \$187,947.11. There is currently only \$100,000 allocated for the project.
 - This is due to the recent price increases from Motorola, and the fact that the project was not able to be procured under State Contract because it is over the \$50,000 construction cost threshold allowed under PSE01.
 - The vendor provided a further breakdown of the design and installation labor costs, which project leads approved.

The Committee had reached a quorum by this point.

MOTION put forth by J. Griffin.

- Reallocate the following funding to FFY20 B.07 Fire District 6 Communications Upgrades:
 - \$30,434.27 from FFY20 Interop Unallocated
 - \$10,000 from FFY20 B.09 Pow Wow Intermod Study
 - \$6,339.40 from FFY20 B.03 ECCOPA Radio Cache
 - \$41,173.44 from FFY21 B.01 ECFCA VHF Combiner Upgrade
- Seconded by T. Dechene.
- All in favor.
- The motion passed.

MOTION put forth by D. Frizzell.

- Approve the April 12, 2022 meeting minutes.
- Seconded by M. Foster.
- All in favor.
- The motion passed.

Fire District 14 Equipment Disposal

- *Motorola 7500 Consoles*
 - This MOU is being reviewed and edited by MAPC.
- *ARINC Equipment*
 - There was no interest in the equipment from Committee/Council members or stakeholders. At Thursday's NERAC Full Council meeting, the Council can vote to request EOPSS approval to dispose of it.
 - MAPC is determining how best to obtain an appraisal of the equipment.

NERAC Tactical Interoperable Communications Plan (TICP) Updates

- The TICP is still in progress but has been delayed due to work for funded NERAC and Interoperability projects, and the tight deadline for FFY22 planning work.
- L. Sacks will continue work on this to have a draft ready to present in June.

FFY22 Plan Development

- 5 interoperability related project requests were submitted prior to the meeting, which were shared with the Committee.
- MAPC was told to expect level funding overall for NERAC. As a general framework, \$384,000 was allocated for Interoperability Committee projects in FFY21.
- The Committee reviewed the project requests submitted and discussed additional project ideas to determine which projects to present to the NERAC Full Council for approval on Thursday.

MOTION put forth by J. Griffin.

- Suggest the following Interoperability projects to the Full Council:
 - COML/COMT Radio Programming Initiative (\$15,000 – A-List)
 - ECFCA VHF Combiner Upgrade (\$50,000 – A-List)
 - ECFCA VHF Console (\$70,000 – A-List)
 - FD-6/MW Groton to Westford/Communication Upgrade and Enhancement (\$143,384 – A-List)
 - GBPC MW Switches/Routers (\$46,000 – A-List)
 - Portable Incident Recording Comms (\$60,000 – A-List)
 - ECFCA UHF Wide Area Expansion (\$510,000 – B-List)
- Seconded by Chief R. Patterson.
- All in favor.
- The motion passed.

New Business Unforeseen by the Chair

- M. Foster discussed the upcoming Domestic Water Supply TTX, being held on May 25-26, 2022.
- C. Ryan provided the following updates from the SIEC:
 - The Massachusetts Tactical Channel Plan is almost ready for dissemination.

- NERAC and the SIEC will work to ensure that future exercises have sufficient communications components.
 - Communications equipment from NERAC's Beverly Cache Site will be used and tested during the upcoming Topsfield School Evacuation FSE.
- Disposal of grant funded equipment must go through processes for approval.
- TERT (Telecommunicator Emergency Response Taskforce) program is making progress. A governance document is being approved to present at the June 911 Commission meeting.

MOTION put forth by Chief R. Patterson.

- Adjourn the meeting.
 - Seconded by D. Frizzell.
 - All in favor.
 - The motion passed.

**** Next Meeting: June 14, 2022 ****

ATTENDEES-COMMITTEE MEMBERS

Tyler Dechene: Middleton Fire Department

Mark Foster: Director, Beverly Emergency Management*

Dave Frizzell: Executive Director, MetroFire

Joe Griffin: Director of Operations, Greater Boston Police Council

Chief Rich Patterson: Dracut Fire Department; Preparedness Coordinator, Northeast EMS, Inc.

Chris Ryan: Deputy Director, North Shore Regional 911 Center*

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

Chief Joe Targ: Westford Fire Department

ATTENDEES-OTHER

Lauren Sacks: MAPC

Chief Tom Martinuk: Middleton Fire Department

ABSENT

Jon Brickett: Executive Director, Northeast EMS Inc.*

Mike Collins: Commissioner, Beverly Public Services & Engineering

Chief Michael Mansfield: Andover Fire Rescue

Charlie Dunne: Greater Boston Police Council

Brian Roberts: Fire District 14

Michael Torosian: Ashland Fire Department

The following documents were used/referenced during the meeting:

- April 12, 2022 Meeting Minutes
- FFY19, FFY20, and FFY21 Budget Updates
- FFY22 Interoperability Project Requests