



# NORTHEAST HOMELAND SECURITY REGIONAL ADVISORY COUNCIL

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## Full Council Meeting

### Minutes

*May 12, 2022*

*1:00pm*

*Burlington Town Hall*

*29 Center Street, Burlington, MA 01803*

*Remote Participation Option*

[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 1:15pm.

### **Approval of Minutes from the April 14, 2022 Meeting.**

MOTION put forth by Chief B. Moriarty.

- Approve the April 14, 2022 Meeting Minutes.
- Seconded by Chief N. Hovey.
  - In Favor: J. Brickett, P. Cohen, Chief J. Fisher, M. Foster, B. Klag, D. Spinosa, Chief B. Moriarty, N. Berger, C. Cousens, E. Chao, Chief N. Hovey.
  - Opposed: None.
  - Abstain: None.
- The motion passed.

**John Sanchez is resigning from the Council as the public works representative effective June 1, 2022 and it was suggested that Mike Collins from Beverly DPW be named his replacement. M. Collins is a current member of the NERAC Cache Committee.**

MOTION put forth by J. Brickett.

- Approve Mike Collins from Beverly DPW as the new NERAC public works representative.
- Seconded by Chief J. Fisher.
  - In Favor: J. Brickett, P. Cohen, Chief J. Fisher, M. Foster, B. Klag, D. Spinosa, Chief B. Moriarty, N. Berger, C. Cousens, E. Chao, Chief N. Hovey, Chief J. LeLacheur.
  - Opposed: None.
  - Abstain: None.
- The motion passed.

### **EOPSS/MAPC Updates**

- EOPSS Update – V. Mboka-Boyer provided an update on behalf of EOPSS.
  - The FFY22 NOFO will be issued tomorrow by FEMA and EOPSS will then EOPSS will be able to finalize Council allocations.
  - The National Priorities of Cybersecurity and Election Security will not have a minimum funding

requirement. The Community Resilience priority was clarified and includes an expansion of CERT programs.

- There was a statewide event hosted by EOPSS rolling out NFPA 3000 as the state standard in active shooter response efforts.
- EOPSS leadership has been in communication with FEMA Region 1 on the Cache Site fee issue and now that the FFY22 NOFO will be released shortly, a decision is expected in the coming months.
- EOPSS has established a working group to strategize what the Commonwealth's response will be to the cybersecurity funding that will be released by the Federal government shortly.
- MAPC Update – A. Reilly provided an update on behalf of MAPC.
  - Lauren Sacks will be on medical leave for the next few weeks so Council members should contact R. Volinski or A. Reilly if any assistance is needed.
  - Katie Goldrick has been hired by MAPC as the new Grants Management and Program Specialist. Her portfolio will include work associated with MAPC's role as the Statewide Homeland Security Fiduciary, as well as work on behalf of NERAC including management of the Council's social media platforms and inventory.

### **Council Meeting Location**

- As discussed at previous meetings, next month's June T&E and Full Council meetings will be the last ones that can be held at the Burlington Town Hall, due to their increased meeting room needs for their own town departments.
- We will need to find an alternate meeting location for the July meeting onward, ideally centrally located in the NERAC region.
- Please let us know if you have any suggestions or connections.
- Wilmington Fire Department has come forward to offer space for the Council to meet. The large conference room will seat 35 individuals and is located at 1 Adelaide St. in Wilmington.
- MAPC will follow up with the Wilmington Fire Chief William Cavanaugh to schedule the space.

### **Council Membership**

- Open Public Schools Seat
  - Candidates will be attending the June meeting, so please send us interview questions by June 1st.
  - One applicant has removed their name from the running, and the two remaining candidates are Dr. John Buckey of Marblehead, and Dr. Scott Morrison of the Tri-Town School Union.
- Regional Transit Authority Permanent Designee
  - Noah has indicated that scheduling conflicts may make council attendance a challenge and has requested to appoint MVRTA Deputy Administrator Kathleen Lambert as an alternate.
  - Per the bylaws, "Members may appoint permanent designees, with full voting privileges, subject to a majority vote of the Council. Members or their designees must be an active, policy-making member of their respective disciplines in the region."
  - The Council decided to not amend the bylaws to allow for alternate representatives for Council members. Noah Berger indicated he will resign from the Council and the Council voted to approve his suggested replacement.

MOTION put forth by J. Brickett.

- Approve Kathleen Lambert from Merrimac Valley Regional Transit Authority as the new NERAC Transportation Representative.
- Seconded by Chief B. Moriarty.
  - In Favor: J. Brickett, P. Cohen, Chief J. Fisher, M. Foster, B. Klag, D. Spinoso, Chief B. Moriarty, N. Berger, C. Cousens, E. Chao, Chief N. Hovey, Chief J. LeLacheur, C. Ryan.
  - Opposed: None.
  - Abstain: None.
- The motion passed.

### **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

- *Statewide CISO Project*
  - Bi-weekly progress update meetings have been occurring with the consultant, with representatives from each region in attendance. Thank you to Colby and Ed for supporting NERAC at these meetings.
  - A draft of the regional CISO position description and responsibilities has been developed, and the consultant is continuing review of industry-accepted cost assumptions for program elements.
  - The target for completion of the draft-for-comment report is the end of May.
  - We also noticed that the original motion to split the funding between FFY19 and FFY20 was off by \$3 dollars so we suggest a motion to allocate \$3 from Unallocated (\$15,585) FFY20 Cybersecurity to FFY20 D.01 Statewide CISO Project.

### MOTION put forth by J. Brickett.

- Transfer \$3 from Unallocated FFY20 Cybersecurity to FFY20 D.01 Statewide CISO Project.
- Seconded by C. Ryan.
  - In Favor: J. Brickett, P. Cohen, Chief J. Fisher, M. Foster, B. Klag, D. Spinosa, Chief B. Moriarty, N. Berger, C. Cousens, E. Chao, Chief N. Hovey, Chief J. LeLacheur, C. Ryan.
  - Opposed: None.
  - Abstain: None.
- The motion passed.
- *NEMLEC SWAT Radios*
  - State Contract PSE01 is now active for Motorola products, and an updated quote has been received from the vendor, which is \$369.15 more than the previous ITT57 quote.

### MOTION put forth by C. Ryan.

- Transfer \$369.15 from Unallocated FFY20 Cybersecurity to FFY20 C.01 SWAT Portable Radios.
- Seconded by P. Cohen.
  - In Favor: J. Brickett, P. Cohen, Chief J. Fisher, M. Foster, B. Klag, D. Spinosa, Chief B. Moriarty, N. Berger, C. Cousens, E. Chao, Chief N. Hovey, Chief J. LeLacheur, C. Ryan.
  - Opposed: None.
  - Abstain: None.
- The motion passed.
- *Merrimack Valley Camera System Expansion*
  - The PJ was submitted and we are awaiting EOPSS approval.
  - Chief Vasque of Lawrence PD has provided coordinates for 24 camera locations and the EHP is being developed.

## ARINC Equipment Disposal

- No council/committee members or stakeholders were interested in repurposing the equipment. MAPC is working to get an appraisal, but current value is expected to be minimal, if anything, since the equipment is so outdated.

## NERAC Ambubus and Evacuation Vehicles

- Ambubus Repairs and Relocation
  - MAPC, Chief Gilliland, and Chief Judge met with representatives from PRO EMS on April 25th to discuss the potential relocation of the Ambubus. This preliminary conversation went

well but we are waiting on important follow questions from PRO EMS. In the meantime we still think it would be a good idea to continue reaching out to contacts within our region to see if there is any other interested agencies/organizations who would be willing to host the bus.

- Noah previously sent a quote of \$800 from MVRTA to fix the power steering of the Ambubus.

**MOTION** put forth by C. Ryan.

- Request EOPSS approval to dispose of the ARINC equipment.
- If a transfer location is confirmed for the Ambubus then MAPC has the authority to move forward with the \$800 repairs transferred from Unallocated FFY20 Cybersecurity.
- Seconded by P. Cohen.
  - In Favor: J. Brickett, P. Cohen, Chief J. Fisher, M. Foster, B. Klag, D. Spinosa, Chief B. Moriarty, N. Berger, C. Cousens, E. Chao, Chief N. Hovey, Chief J. LeLacheur, C. Ryan.
  - Opposed: None.
  - Abstain: None.
- The motion passed.
  
- Evacuation Vehicles Disposition
  - The disposal letter was sent to EOPSS for approval.

### **FFY22 Plan Development**

- EOPSS has released the FFY2022 AGF Planning Guidance. The NOFO is not yet out; so, this was based on last year's funding amount. Once the NOFO is released and we know our true budget we will update the Council final budget accordingly.
- NERAC has until May 13 to submit the initial project list and May 20 to submit the council-approved plan.
- FFY22 Project Requests were presented and discussed, and the Council confirmed NERAC's preliminary project list.
  - Project A List:
    - *Regional Active Shooter Exercise: Hudson, Stow, Concord, and Maynard*
    - *COML/COMT Radio Programming Initiative*
    - *Cybersecurity Initiatives*
    - *District 6 JHIRT Equipment*
    - *Essex County Fire Chiefs' Association Projects*
    - *Regional Active Shooter Drill: Hamilton-Wenham Regional School District*
    - *FD-6/MW Groton to Westford/Communication Upgrade and Enhancement*
    - *Greater Boston Police Council Microwave Switches/Routers*
    - *How to Open a Shelter and Plan Review Workshops*
    - *Incident Command Training*
    - *MAPC Program Management*
    - *Northeastern Massachusetts Law Enforcement Council (NEMLEC) Projects*
    - *Regional Cache Program Maintenance*
    - *Technical Rescue Teams Monthly Drills*
    - *Topsfield Radio Feasibility Study*
  - Project B List:
    - *Active Shooter, Tactical EMS, and MCI Exercise*
    - *Active Shooter Response Training: Acton, Littleton, Groton*
    - *District 6 Mobile Cascade Trailer (Air Trailer):* The Council will be requiring all band radios not dual band as part of the project.
    - *ECFCA Expansion of UHF Wide Area Network*
    - *Essex County Chiefs of Police Association Drone Project*
    - *NEMLEC Incident Command Van*
    - *NEMLEC SWAT Rook*
    - *NEMTRT Equipment*

### **Committee/Working Group Updates**

- Updates were tabled until the next meeting.

### **Discipline & State Agency Liaison Updates**

- Updates were tabled until the next meeting.

### **New Business Unforeseen by the Chair**

- None.

### MOTION put forth by C. Ryan.

- Approve the FFY22 Project List.
- Allow Chair Chief J. Gilliland to approve the FFY22 Plan for submittal to EOPSS.
- Adjourn the meeting.
- Seconded by Chief B. Moriarty.
  - In Favor: J. Brickett, P. Cohen, Chief J. Fisher, M. Foster, D. Spinosa, Chief B. Moriarty, E. Chao, Chief N. Hovey, Chief J. LeLacheur, C. Ryan.
  - Opposed: None.
  - Abstain: None.
- The motion passed.

**\*\* Next Meeting: June 9, 2022\*\***

### **ATTENDEES - COUNCIL MEMBERS**

Chief Jason Gilliland, Chair: Marblehead Fire Department  
Chief John Fisher: Carlisle Police Department  
Mark Foster: Director, Beverly Emergency Management  
Christopher Ryan: Deputy Director, North Shore Regional 911 Center  
Chief Brian Moriarty: Lawrence Fire Department  
Chief John LeLacheur: Beverly Police Department  
Noah Berger: Merrimack Valley Regional Transit Authority  
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  
John Brickett: Executive Director, Northeast EMS  
Chief Neal Hovey: Topsfield Police Department  
Bill Klag: Emergency Preparedness Director, North Shore Medical Center

### **ABSENT- COUNCIL MEMBERS**

Sheriff Kevin Coppinger: Essex County Sheriff  
Dave Ouellette: Dracut Public Health  
Chief Tom Judge: Concord Fire Department  
Allan Alpert: Director of Emergency Management for the City of Melrose.  
John Sanchez: Director, Burlington Public Works Department

### **ATTENDEES – OTHER**

Lauren Sardella: MEMA Region 1  
Heather Tecce: MEMA Region 1  
Matt Kolhonen: MEMA Region 1  
Anita Arnum: Acton Fire Department  
Mike Collins: City of Beverly, DPW  
Ben Podsiadlo: EOPSS  
Vicky Mboka-Moyer: EOPSS

Richard Fiske: EOPSS  
Theophilos Kuliopulos: North Reading Emergency Management  
Jim Cogan: Acton Fire Department  
Joe Kearhs: Tewksbury Fire Department  
Tim Johnson: Ayer Fire Department  
Derek Sencabaugh: Lexington Fire Department  
Bill Cavanaugh: Wilmington Fire Department  
John Kovlan: Chelmsford Fire Department  
Mike Comora: Newburyport Fire Department  
Anita Arnum: Acton Fire Department  
Paul Guttadauro: Tewksbury Fire Department  
Glenn Carrano: CISA  
Jen Collins-Brown: Topsfield Fire Department  
Amy Reilly: MAPC  
Rosemary Volinski: MAPC  
Katie Goldrick: MAPC

**The following documents were used/referenced during the meeting:**

- May 2022 Meeting Agenda
- April 14, 2022 Meeting Minutes
- FFY19 FFY20, and FFY21 Budget Updates
- May 2022 Project Status Updates