



# NORTHEAST HOMELAND SECURITY REGIONAL ADVISORY COUNCIL

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## **Interoperability Committee Meeting**

### Minutes

*January 10, 2022*

*9:30am*

*North Shore Regional 911 Center  
18 Manning Avenue, Middleton, MA 01949*

### ***Remote Participation Option:***

[Zoom Link](#)

*Meeting ID: 854 0489 1996*

*Passcode: 141274*

*Dial In: 646 876 9923*

### **Call to Order**

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

### **MEMA GIS Presentation/Discussion**

- Desiree Kocis and Matt Kolhonen of MEMA attended to present and hold discussion with Committee members.
- Some use cases for MEMA's GIS services were discussed, such as:
  - Emergency Response:
    - Ex: Monitoring storm damage, damage from the Columbia Gas explosions, and COVID situational awareness (different dashboards for public, for governor's command post, for first responders, and test site mapping).
    - CalTopo platform is user friendly, low cost, and has good topographic capabilities for fire and missing persons.
  - Drill support – to map weather conditions for Seabrook Nuclear Power Plant response drills
  - Planned Events - Boston Marathon situational awareness to track density of runners, EMS calls, medical tents, shelters, GPS in tracking cruisers at leads and end of race, weather radar.
  - More info on the MEMA website Geospatial Resource page.
- The Committee discussed whether police/fire/EMS vehicles could be tracked in real time (though there would be a delay) and whether that could be headed by MEMA to give them visibility over the whole state.
  - This could be helpful as more assets arrive on scene, to determine where to approach and how to avoid congestion.
  - Many fire vehicles have tracking, but tracking in cruisers has not been supported by police unions.
- MEMA and Mass GIS are separate entities. Mass GIS has a larger team and MEMA uses some of their data, but they don't often work together or overlap.

- MEMA heavily coordinates with FEMA and uses FEMA terminology to ensure they can work together smoothly.
- The Committee discussed a goal to have more local participation to aggregate data and give visibility to MEMA, and a desire to develop regional best practices for GIS.

### **Approval of Minutes**

- November 8, 2022 Meeting Minutes
- December 13, 2022 Meeting Minutes

MOTION put forth by J. Griffin.

- Approve the November 8 and December 13, 2022 Meeting Minutes.
- Seconded by D. Spinosa.
  - In Favor: R. Patterson, D. Spinosa, D. Frizzell, M. Collins, J. Griffin, M. Mansfield, J. Targ.
  - Opposed: None.
  - Abstain: S. Morrison.
- The motion passed.

### **Budget Updates**

- FFY19: Grant deadline passed, December 31, 2022.
  - We have received invoices for most of the FFY19 funding to spend down.
  - The Full Council has voted to use FFY19 funding (from all committees/projects) that would not be spent down in time for closeout towards payment for a large FFY20 Cache Generator invoice, and reallocate equivalent funding from the FFY20 Generator line item back to the FFY19 projects the funding was taken from.
- FFY20: Grant deadline June 30, 2023
- FFY21: Grant deadline July 31, 2023
- FFY22: Grant deadline July 31, 2024

### **Project Updates**

- *ECFCA UHF Receivers*
  - Equipment and invoices have been received for all encumbered funding (Motorola and Tessco) and payment is being processed.
  - We still need specifications to procure the TX RX equipment.
- *ECCOPA Radio Cache*
  - We are waiting on the spare batteries from Motorola.
  - Motorola has advised to wait until the spare batteries ship to pay in full.
- *Fire District 5 and 15 Portable Radio Cache*
  - Harnesses were delivered.
  - Backpacks ETA: June 2023
  - Multi-unit chargers ETA: mid-January
- *Fire District 5 and 15 Wide Area VHF*
  - PJ and ICIP are drafted, and Chief M. Mansfield sent further details and specs to get quotes for the ICIP and procurement.
- *Fire District 5 and 15 Mobile Gateway Radios and Recorders*
  - PJ and ICIP are drafted, and Chief M. Mansfield sent further details and specs to get quotes for the ICIP and procurement.

- *Fire District 6 Communications Upgrades*
  - The majority of work for this project has been completed. All that is remaining is the installation of the Motorola equipment and a few related items.
  - Cyber Comm was unable to provide the documentation necessary for MAPC to process a partial payment for the labor, so we are paying equipment costs for the items that have been installed, and will pay the balance when all work is complete.
- *Fire District 6 MW Groton to Westford*
  - MAPC is working on the approval documents.
- *Littleton All-Band Console Upgrade*
  - Expected April to May 2023 completion, due to equipment lead times.
- *Metrofire North District Feasibility Study*
  - CDCG completed a draft report, included in the meeting packet, which covers Task 2 and Task 3.
  - The Committee was satisfied with the report and MAPC will review in further detail with D. Frizzell/Metro Fire to provide feedback to the consultant.
- *Microwave Routers and Switches*
  - All equipment has been received for the first round of procurement for 6 sites, and MAPC is processing payment.
  - A Phase 2 PJ/ICIP have been submitted, but some equipment changes are needed so amendments will need to be submitted.
- *Radio Programming Initiative*
  - Documents approved by MAPC legal were included in the meeting packet (same as last month).
  - MAPC will create a one-pager for the Chiefs/municipal leaders of the interested COMLs/COMTs departments to explain the program.

MOTION put forth by D. Spinosa.

- Approve the Radio Programming documents as presented, allowing for minor changes at the discretion of MAPC legal if required by municipalities in order to sign.
  - Seconded by M. Mansfield.
    - In Favor: R. Patterson, D. Spinosa, D. Frizzell, M. Collins, J. Griffin, M. Mansfield, J. Targ.
    - Opposed: None.
    - Abstain: S. Morrison.
  - The motion passed.
- Fire District 14 Equipment Disposal (9:55am – 10:00am)
    - Motorola 7500 Consoles Transfer
      - MOUs have been fully signed by all parties, and Ashland FD was notified that they are no longer responsible for the equipment once picked up by Westford FD/NSR911.
    - Radio Consoles, Microphones, and Monitor Disposal
      - MAPC is working on the necessary documents for disposal.

**New Business Unforeseen by the Chair**

- The February meeting will be hybrid.

MOTION put forth by D. Frizzell.

- Adjourn the meeting.
- Seconded by J. Griffin.
  - In Favor: R. Patterson, D. Spinosa, D. Frizzell, M. Collins, J. Griffin, M. Mansfield, J. Targ, S. Morrison.
  - Opposed: None.
  - Abstain: None.
- The motion passed.

**\* Next Meeting: February 14, 2022 \***

ATTENDEES-COMMITTEE MEMBERS

Mike Collins: Beverly Public Services & Engineering\*

Dave Frizzell: Metrofire

Joe Griffin: Greater Boston Police Council

Chief Michael Mansfield: Andover Fire Rescue

Scott Morrison: Tri-Town School Union\*

Chris Ryan: North Shore Regional 911 Center\*

Chief Joe Targ: Westford Fire Department

Chief Rich Patterson: Dracut Fire Department

Dave Spinosa: Essex County Sheriff's Department\*

ATTENDEES-OTHER

Stephanie Brown: Beverly Public Safety Dispatch

Jackie Hamel: MEMA

Desiree Kocis: MEMA

Matthew Kolhonen: MEMA

Chief John LeLacheur: Beverly Police Department

Lauren Sacks: Metropolitan Area Planning Council

ABSENT

Jon Brickett: Northeast EMS Inc.\*

Tyler Dechene: Middleton Fire Department

Charlie Dunne: Greater Boston Police Council

Mark Foster: Beverly Emergency Management\*

Brian Roberts: Fire District 14

Michael Torosian: Ashland Fire Department

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

- January 2023 Meeting Agenda
- November 8, 2022 Meeting Minutes
- December 13, 2022 Meeting Minutes
- FFY19, FFY20, FFY21, and FFY21 Budget Updates
- Metrofire North District Feasibility Study: Task 2 and 3 Draft
- NERAC Radio Programming Initiative Documents:
  - Contract
  - Policies and Procedures
  - Support Request Form
  - Reimbursement Request Form