



# NORTHEAST HOMELAND SECURITY REGIONAL ADVISORY COUNCIL

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## **Interoperability Committee Meeting**

### Minutes

*November 8, 2022*

*9:30am*

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

#### **Call to Order**

- Chair C. Ryan called the meeting order at 9:31am.
- The Committee did not yet have quorum.

#### **Approval of Minutes**

- Approval of the September 13 and October 11, 2022 minutes was postponed because the Committee did not yet have a quorum.

#### **Budget Updates**

- FFY19 Deadline: December 31, 2022
  - \$58,017.02 in Interop funds to spend down.
    - \$56,505.70 is encumbered in A.14 ECFCA UHF Receivers and awaiting delivery.
    - \$1,511.32 unallocated is intended for the remaining ECFCA equipment.
  - MAPC is reviewing current invoices and expected deliveries to determine the best transfers to close out FFY19.
  - The NERAC Full Council may allow MAPC authority to make necessary transfers across Committees and grant years, ensuring that any exchanges are even swaps.
- FFY20 Deadline: June 30, 2023
- FFY21 Deadline: July 31, 2023
- FFY22 Funding: MAPC has received the contracts and developing the budget spreadsheets and other preparation for that grant cycle.

The Committee reached quorum.

MOTION put forth by Chief R. Patterson.

- Approve the September 13 and October 11, 2022 Meeting Minutes.
- Seconded by J. Griffin.
  - In Favor: All.
  - Opposed: None.
  - Abstain: None.
- The motion passed.

## **Project Updates**

- *ECFCA UHF Receivers*
  - Tessco equipment has been delivered.
  - Motorola equipment is delayed.
  - We will need specifications for remaining items in order to conduct the final procurement for that project.
- *ECCOPA Radio Cache*
  - The radios and mics were received.
  - The chargers and spare batteries are delayed.
  - The invoices received didn't align with the quotes, so Motorola is working on revised invoices before they can be paid.
- *Fire District 5 and 15 Portable Radio Cache*
  - The multi-unit chargers were scheduled to ship at the end of October but have not arrived yet.
  - The procurement for the harnesses and backpacks was conducted, and the PO is awaiting signatures.
- *Fire District 6 Communications Upgrades*
  - The antenna and microwave links installation for this project have begun.
- *Littleton All-Band Console Upgrades*
  - Due to the equipment lead times, the vendor estimates April to May 2023 completion.
  - MAPC will look into whether some work can be done earlier.
- *Metrofire North District Feasibility Study*
  - This procurement was conducted, and two quotes were received.
  - The low quote was CDWG and the PO is being signed.
- *Microwave Routers and Switches*
  - A first round RFQ was conducted and set up to award all items to a single vendor, but we did not receive a quote for all items and could not make an award.
  - The RFQ has been reissued in a way that lets us contract for individual items if needed.
- *NERAC Radio Programming Initiative*
  - Drafts of the MOU, policies and procedures, and programming support request form were included in last month's meeting packet.
  - MAPC is working with their legal team to complete the documents, and we expect final versions for Committee approval at the December meeting.
  - The Committee determined that both Overtime and Backfill reimbursement options should be allowed.

## **Fire District 14 Equipment Disposal**

- *Motorola 7500 Consoles Transfer*
  - Final drafts of the MOU are with legal for approval.
- *Radio Consoles, Microphones, and Monitor Disposal*
  - The Full Council voted at their last meeting to request EOPSS approval to dispose, so we are working on the necessary documents.

## **MEMA GIS Presentation**

- MEMA will be presenting on GIS at the December Interop meeting.

- The committee plans to discuss available resources, future plans, and collaboration with MEMA.

### **Cybersecurity in Interoperability and Information Sharing**

- The Committee discussed the benefits of having Cybersecurity representative participation at meetings.
- It would be beneficial to have a conversation to between public safety entities and Cyber/IT leadership to discuss needs.

MOTION put forth by M. Foster.

- Have Chair C. Ryan invite NERAC's Cybersecurity discipline members to the December Interoperability Committee meeting.
- Seconded by J. Griffin.
  - In Favor: All.
  - Opposed: None.
  - Abstain: None.
- The motion passed.

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

- The Full Council voted to approve the TICP, which has now been signed by NERAC Chair Chief J. Gilliland as well.
- The TICP will be sent to the Committee and posted on the NERAC website.

MOTION put forth by D. Frizzell.

- Adjourn the meeting.
- Seconded by Chief M. Mansfield.
  - In Favor: All.
  - Opposed: None.
  - Abstain: None.
- The motion passed.

**\* Next Meeting: December 13, 2022 \***

### ATTENDEES-COMMITTEE MEMBERS

Mike Collins: Beverly Public Services & Engineering

Tyler Dechene: Middleton Fire Department

Mark Foster: Beverly Emergency Management\*

Dave Frizzell: MetroFire

Joe Griffin: Greater Boston Police Council

Chief Michael Mansfield: Andover Fire Rescue

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

Lauren Sacks: Metropolitan Area Planning Council

### ABSENT

Jon Brickett: Northeast EMS Inc.\*  
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:**

- November 2022 Meeting Agenda
- September 13, 2022 Meeting Minutes
- October 11, 2022 Meeting Minutes
- FFY19, FFY20, and FFY21 Budget Updates