



NORTHEAST HOMELAND SECURITY REGIONAL ADVISORY COUNCIL

Interoperability Committee Meeting

Minutes

December 13, 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 9:32am.
- The Committee did not have quorum.

Approval of Minutes

- No vote was taken to approve the November 8, 2022 meeting minutes because the Committee did not have quorum.

Budget Updates

- FFY19 A.14 ECFCA UHF Receivers will not be fully spent down by the closeout deadline of December 31, 2022, but there is a plan in place.
 - The NERAC 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 an FFY20 Cache Generator invoice, and reallocate equivalent funding from the FFY20 Cache Generator line item back to the FFY19 projects the funding was taken from.
- FFY20 Deadline: June 30, 2023
- FFY21 Deadline: July 31, 2023
- FFY22 Funding: MAPC has received the contracts and is developing the budget spreadsheets and other preparation for that grant cycle.

Project Updates

- *ECFCA UHF Receivers*
 - Tessco and Motorola equipment have been delivered.
 - T. Dechene will provide specifications for the remaining items to conduct the final procurement for this project.
- *ECCOPA Radio Cache*
 - Radios, mics, and chargers were delivered.
 - The spare batteries have not been delivered, and Motorola has not heard a timeline update from the factory.
 - Motorola is working on revised invoices that align with the quotes so that MAPC can pay for the items that were received.
- *Fire District 5 and 15 Portable Radio Cache*
 - POs were issued for the harnesses and backpacks.
 - The harnesses were delivered.
 - Backpacks ETA: June 2023
 - Multi-unit chargers ETA: mid-January 2023
- *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.
- MAPC is determining what documentation is needed in order to pay them for the work completed, based on the way the bid pricing was broken out and some invoice discrepancies.
- Motorola equipment ETA: late January 2023
- *Littleton All-Band Console Upgrades*
 - Expected April to May 2023 completion, due to equipment lead times.
 - The Committee discussed structuring future procurements to break work into tasks that can be paid as they are completed.
- *Metrofire North District Feasibility Study*
 - The kickoff meeting was held on November 29.
 - Site visits are being scheduled and occurring this week.
 - CDWG will have Task 2: Assessment of Existing Communications Infrastructure completed prior to the January Committee meeting.
 - Then the consultant will provide us with timelines for Task 3: Outline of Necessary Communications Capabilities, and drafts of Task 4: Improvement Plan Development for Committee review/feedback.
 - Final draft/project completion is due by May 1, 2023.
- *Microwave Routers and Switches*
 - The PO was issued to HiQ for all equipment from the second round RFQ.
 - HiQ has received most of the equipment, aside from splitter cables that they expect at the end of this month, then they will ship all components.
- *Radio Programming Initiative*
 - Documents approved by MAPC legal were included in the meeting packet.
 - The Committee was not able to vote to accept these documents because they did not have quorum.
- *Next Priorities?*
 - The Committee reviewed the “Upcoming Interop Projects” document and discussed which projects should be prioritized to handle next based on grant deadlines, urgency, and expected lead times. Priorities were determined to be:
 - ECFCA UHF Receivers remaining items.
 - FD-5/15 Wide Area VHF
 - FD-6 MW Groton to Westford
 - FD-5/15 Mobile Gateway Radios and Recorders

Fire District 14 Equipment Disposal

- *Motorola 7500 Consoles Transfer*
 - The MOUs have been signed by Westford and NSR911, and are in the signature process at MAPC.
 - Once both MOUs are fully executed, a letter will be sent to Ashland Fire Department releasing them from responsibility and Westford/NSR911 can arrange to pick up the equipment.
- *Radio Consoles, Microphones, and Monitor Disposal*
 - MAPC is working on the necessary documents for disposal.

MEMA GIS Presentation

- This presentation was postponed to the January meeting.

Cybersecurity in Interoperability and Information Sharing

- Ed Chao, one of NERAC's two Cybersecurity representatives on the Council attended virtually to discuss Cyber projects and overlaps with the Interop Committee's work.

New Business Unforeseen by the Chair

- The NERAC@mapc.org email account will be used for future meeting invitations (current one will be cancelled and replaced) and official Committee communications.
- EOPSS is requiring Training & Exercise AARs to address communications components, including for Tech Rescue Drills.
- The HMCC submitted a letter to the NERAC Full Council detailing concerns regarding hospital/ambulance capacity issues, in hopes that this would trigger a conversation between EOPSS and HHS leadership.
- The January meeting will have a hybrid participation option.
- BAPER is upgrading all infrastructure and will consider requesting NERAC funding in FFY23.

*** Next Meeting: January 10, 2023 ***

ATTENDEES-COMMITTEE MEMBERS

Tyler Dechene: Middleton Fire Department

Dave Frizzell: MetroFire

Joe Griffin: Greater Boston Police Council

Chief Michael Mansfield: Andover Fire Rescue

Chris Ryan: North Shore Regional 911 Center*

Chief Rich Patterson: Dracut Fire Department

ATTENDEES-OTHER

Stephanie Brown: Beverly Public Safety Dispatch

Lauren Sacks: Metropolitan Area Planning Council

ABSENT

Jon Brickett: Northeast EMS Inc.*

Mike Collins: Beverly Public Services & Engineering

Charlie Dunne: Greater Boston Police Council

Mark Foster: Beverly Emergency Management*

Scott Morrison: Tri-Town School Union*

Brian Roberts: Fire District 14

Dave Spinosa: Essex County Sheriff's Department*

Chief Joe Targ: Westford Fire Department

Michael Torosian: Ashland Fire Department

The following documents were used/referenced during the meeting:

- December 2022 Meeting Agenda
- November 8, 2022 Meeting Minutes
- FFY19, FFY20, and FFY21 Budget Updates
- NERAC Radio Programming Initiative Documents:
 - Contract
 - Policies and Procedures
 - Support Request Form
 - Reimbursement Request Form
- Upcoming Interop Projects List