



# NORTHEAST HOMELAND SECURITY REGIONAL ADVISORY COUNCIL

---

## Full Council Meeting

### Minutes

*January 12, 2023*

*1:00pm*

*MPTC Lynnfield Police Academy  
425 Walnut St, Lynnfield, MA 01940 - Room 207*

### Call to Order

- Chair Chief J. Gilliland called the meeting to order at 1:04pm.

### Approval of Minutes from the December 8, 2022 Meeting.

MOTION put forth by Chief B. Moriarty.

- Approve the December 8, 2022, meeting minutes.
- Seconded by Chief N. Hovey.
  - In Favor: All
  - Opposed: None.
  - Abstain: None.
- The motion passed.

### EOPSS/MAPC Updates

- EOPSS Update – S. Schey provided an update. A. Marcus is on national guard duty and will be returning at the end of February. The new governor has reappointed Secretary T. Reidy. EOPSS has also announced the launch of the new quarterly report format to better track metrics and data to report back to the federal government. Councils should start thinking of their FFY23 plan and priority areas. EOPSS expects level funding and the same national priorities as FFY22.
- MAPC Update – L. Sacks provided an update. Avery Serra has joined MAPC as a new Grants Coordinator who will be helping with grant management and procurement for Homeland Security and HMCC work.

### Budget Updates

- Council members were provided with copies of the FFY19 – FFY22 budget in the meeting packet.
  - FFY19 - Grant End Date: Dec 31, 2022 – MAPC is working on closeout. Most line items are spent down, and we will use the FFY20 Cache Generator Invoice to cover remaining amounts, as voted on at the last meeting.
  - FFY20 - Grant End Date: June 30, 2023
  - FFY21 - Grant End Date: July 31, 2023
  - FFY22 - Grant End Date: July 31, 2024

### Project Updates



# NORTHEAST HOMELAND SECURITY REGIONAL ADVISORY COUNCIL

---

- *NEMLEC SWAT Radios*
  - The radios were delivered, but the accessories are still delayed due to supply issues. We received a revised invoice and are going to process partial payment for the radios, and pay the balance when the other items are delivered.
- *Merrimack Valley Camera System Expansion*
  - Drafted specifications are with Chief Vasque for approval, and we will move forward with procurement as soon as we have his feedback on those.
- *NERAC Ambubus*
  - J. Brickett talked to his insurance company, and they will not be able to insure and put disaster plates on the bus. J. Brickett then talked to Cataldo to see if their insurance company could provide an estimate and if they could put disaster plates on it. Cataldo said they will look into it but would need reimbursement from the Council for both.
  - We let them know that reimbursing these costs was something the Council already had on its radar, but an estimate is still needed so we know how much funding would need to go toward this each year.
- *Incident Response Plan Development*
  - This project was included in the FFY22 plan and will hire a vendor to help municipalities develop an assessment report of how they adhere to the CIS18 framework and then develop a corresponding incident response plan and validation exercise. There is \$86,000 allocated for this project.
  - The PJ was submitted and approved by EOPSS. We are now starting to work on the procurement.
- *Cybersecurity Internship*
  - This project was also included in the FFY22 plan for MAPC to hire two (2) cybersecurity interns to improve seven (7) NERAC municipalities' ability to prevent and respond to cyber-attacks. There is \$25,000 allocated for this project.
  - We are currently drafting the PJ and the internship posting.

MOTION put forth by Chief J. LeLacheur.

- Re-allocate \$86,000 from FFY21 Cybersecurity Line H to Cybersecurity Incident Response Plan Development, and \$25,000 to the Cybersecurity Internship and reserve the current FFY22 funding for other cybersecurity projects TBD.
- Seconded by P. Cohen.
  - In Favor: All
  - Opposed: None.
  - Abstain: None.
- The motion passed.

## **Committee/Working Group Updates**

- **Training & Exercise**
  - The regional stop the bleed courses have trained over 137 participants.
  - The Nero's law project is waiting on further guidance from J. Brickett.
  - The Committee voted to pool the funding for the active shooter courses and focus on AAIR offerings for the communities.
  - MAPC is starting to work on the school safety seminar, with assistance from the Public Schools representatives.



# NORTHEAST HOMELAND SECURITY REGIONAL ADVISORY COUNCIL

---

- The Committee approved AARs and ERRs for the FD-14 and NEMTRT technical rescue teams.
- Interoperability/ Info Sharing
  - NERAC's Cyber representative Ed Chao attended a meeting to begin discussing how to better integrate cybersecurity considerations into the interoperability and information sharing work of the Committee.
  - Motorola equipment lead times continue to hold up completion of many projects, but where possible we are moving forward with any parts of the installation or use of equipment that can be helpful prior to the Motorola items arriving.
  - MEMA's GIS Coordinator Desiree Kocis gave a presentation on MEMA's GIS use cases which opened important discussions on how to best use and expand these capabilities, and ways to encourage local collaboration to aggregate helpful data on a larger scale.
  - The Metrofire North District Feasibility Study is reviewing coverage maps and gaps, and determining how to ensure all areas in the district meet system performance objectives.
  - The Committee reviewed and approved all program documents for the Radio Programming initiative. The next steps are getting MOUs signed by the municipalities of participating COMLs/COMTs and then we will begin advertising these services to the region.
- Regional Equipment Cache
  - The Committee continues to discuss the new MOUs with cache host sites.
  - The cache fee accounts are still frozen by FEMA.
- Evacuation/Sheltering
  - No update.

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

- Discipline Updates:
  - Public Schools- Dr. S. Morrison discussed relationship mapping. This is when school administrators/ departments put all student's names up on a board and ask staff to go around and check on students they have a solid connection with. Identify any untethered students and assign them to staff members. Then ask the students to do the same thing but with staff members. This prevents untethered kids from falling between the cracks.
- State Agency Liaison Updates
  - Massachusetts Emergency Management Agency- The EMPG is due by February 15<sup>th</sup>. If you need assistance reach out to your local coordinator. MEMA is focusing on sheltering, going over assessment forms, and helping communities update their sheltering plans in 2023.

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

- The Council discussed moving monthly meetings to the MPTC Lynnfield facility.
- The Essex County Chiefs have acquired new radios. They would like to donate the out-of-date NERAC Motorola MT 2000 800Mhz Conventional radios, that were purchased over 25 years ago, to the MPTC to utilize for student officer training. The radios are no longer compatible/usable with state agencies.

MOTION put forth by Chief N. Hovey.



# NORTHEAST HOMELAND SECURITY REGIONAL ADVISORY COUNCIL

- Follow the EOPSS disposal process and donate the out-of-date NERAC 800 MHz radios, currently housed at Topsfield Police Department, to the MPTC for student officer training.
- Seconded by Chief B. Moriarty.
  - In Favor: All
  - Opposed: None.
  - Abstain: None.
- The motion passed.

MOTION put forth by Chief J. LeLacheur.

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

**\*\*Next Meeting: February 9, 2023\*\***

## ATTENDEES - COUNCIL MEMBERS

Chief Jason Gilliland, Chair: Marblehead Fire Department  
Mike Collins: Beverly DPW  
Chief Neal Hovey: Topsfield Police Department  
Chief Tom Judge: Concord Fire Department  
Chief John LeLacheur: Beverly Police Department  
Dr. Scott Morrison: Tri Town School Union  
Paul Cohen: Town of Chelmsford  
Chief John Fisher, Vice Chair: Carlisle Police Department  
Dave Ouellette: Dracut Public Health  
Allan Alpert: City of Melrose Emergency Management  
Chief Brian Moriarty: Lawrence Fire Department

## ABSENT- COUNCIL MEMBERS

John Brickett: Northeast EMS  
Sheriff Kevin Coppinger: Essex County Sheriff  
Bill Klag: North Shore Medical Center Emergency Preparedness  
Edward Chao: Harvard Kennedy School  
Christopher Ryan: North Shore Regional 911 Center  
Dave Spinosa: Essex County Sheriff's Department  
Colby Cousens: Town of Danvers Information Technology  
Dr. John Buckey: Marblehead Schools  
Kathleen Lambert: MVRTA  
Mark Foster: Beverly Emergency Management

## ATTENDEES – OTHER



# NORTHEAST HOMELAND SECURITY REGIONAL ADVISORY COUNCIL

---

Sonya Schey: EOPSS

James McLoughlin: MEMA

Lauren Sardella: MEMA

Matt Kolhonen: MEMA

Lauren Sacks: MAPC

Rosemary Volinski: MAPC

Avery Serra: MAPC

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

- January 2023 Meeting Agenda
- December 08, 2022, Meeting Minutes
- FFY19 FFY20, and FFY21 Budget Updates
- January 2023 Project Status Updates