



NORTHEAST HOMELAND SECURITY REGIONAL ADVISORY COUNCIL

Interoperability Committee Meeting

Minutes

January 9, 2024

9:30 am

North Shore Regional 911 Center

18 Manning Avenue, Middleton, MA 01949

- **Call to Order**
 - Chair C. Ryan called the meeting to order at 9:23am.
- **Committee Membership Update**
 - Mike Kass' nomination to the Interop Committee was voted on and approved at the December NERAC Full Council meeting.
 - The Committee now has 13 members and 7 are needed for quorum.
- **Approval of Minutes**
 - December 12, 2023 Meeting Minutes

MOTION put forth by M. Mansfield.

- Approve the December 12, 2023 Meeting Minutes.
- Seconded by A. Chadis.
 - In favor: All.
 - Opposed: None.
 - Abstain: D. Frizzell
- The motion passed.
- **Budget Updates**
 - FFY20 – New Grant End Date: June 30th, 2024
 - FFY21 – Grant End Date: June 30th, 2024
 - FFY22 – Grant End Date: July 31st, 2024
 - FFY23 – Grant End Date: July 31st, 2025
 - The NERAC plan was approved, and the contracts are signed.
- **Project Updates**
 - *ECCOPA Radio Cache Transport Cases*
 - The PO is being signed for the storage cases and power strips.
 - *ECFCA UHF Receivers*
 - The TXRX specs being reviewed by MAPC to determine which procurement type is allowable.
 - *ECFCA Wide Area Network VHF Consolette Radios*
 - MAPC requested necessary EHP information from Rockport Asst. Chief N. Ives.
 - The Committee confirmed that North Reading will no longer need the equipment.
 - *Field Comm Units 20 & 60 Upgrades*

- The 2 logging recorders and 2 wireless routers were procured.
 - Next steps are developing the scope for the installation procurement to send out after the items are received.
- *FD-5/15 Mobile Gateway Radios and Recorders*
 - The 2 logging recorders, 4 APX8500 radios, 2 PDUs, and 2 cabinets were procured.
 - ECFCA will be doing installation, so this project will be complete after items are received.
- *FD-6 Communications Upgrades*
 - MAPC has received invoices and prevailing wage information from Cyber Comm.
 - The project has funding in FFY20 B.07 and FFY21 B.10, but more may be paid out of FFY20 to help with closeout.
- *FD-6 MW Groton to Westford*
 - The IFB was due in December, and will be awarded to Cyber Communications/Motorola.
 - The contract is circulating at MAPC for signatures, and then the PO will be issued.
- *Littleton All-Band Console Upgrades*
 - MAPC has received invoices and has requested prevailing wage information from Cyber Comm.
 - The project has funding in FFY20 B.10 and FFY21 B.04, but more may be paid out of FFY20 to help with closeout.
- *GBPC Microwave Routers and Switches*
 - We have received EOPSS approval on the PJ amendment and confirmed that SIEC review is not needed.
 - MAPC is working on specifications to conduct the procurement.
- *NERAC Radio Programming Initiative*
 - Program documents and project approvals are being amended to include policies/procedures for COMLs/COMTs supporting NERAC T&Es, and other adjustments requested by the Committee.
 - The Committee discussed some details of these adjustments, such as that COMLs/COMTs would be eligible for BF/OT reimbursement for the same timeframe as Instructors.
 - The Committee requested to include Sheriff's Department employees as eligible to participate as well as municipal employees.
 - The Committee was in agreement to rename the program "Radio Communications Initiative"
- **NERAC Radio Communications Checklist**
 - The workflow was modified to reflect that COMLs/COMTs may now be assigned to support through the NERAC Radio Programming Initiative, and other grammatical updates.
 - This topic is on the agendas for Thursday's T&E and Full Council meetings for their consideration to adopt as the procedures for the T&E and Cache committees.
- **School Radio Best Practices Discussion**
 - S. Morrison and R. Patterson created a first draft document. The Committee discussed and made the following suggested edits:

- Encryption may not be the best option for radios that need public safety interoperability, so address “operational security” instead so there is sensitivity about what can be heard. Suggest end user training on radio etiquette.
 - Refer to them as “radios” vs. “walkie-talkies”.
 - Address radio management (ex: batteries, etc.)
 - Possibly have one simple version covering the basics, and a higher level one with all the questions/considerations/details schools and public safety should take into account regarding radios.

- **State Interoperability Executive Committee (SIEC) Updates**

- **New Business Unforeseen by the Chair**
 - There will be a meeting regarding the future of CoMIRS as the state will be transitioning to a new system. Funding might be sought from NERAC.
 - The NERAC-funded ECFCA Radio Cache was used for Amesbury and Salisbury blue card training.
 - Concern was expressed regarding the 9C budget cuts.

MOTION put forth by M. Mansfield.

- Adjourn the meeting.
- Seconded by A. Chadis.
 - In favor: All.
 - Opposed: None.
 - Abstain: None.
- The motion passed.

*** Next Meeting: February 13, 2023 ***

ATTENDEES-COMMITTEE MEMBERS

Stephanie Brown: Beverly Public Safety Dispatch
 Alex Chadis: Newton Fire Department
 Mike Collins: Beverly Public Services & Engineering*
 Dave Frizzell: Metrofire
 Mike Kass: Northeast Regional Ambulance Service
 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

ATTENDEES-OTHER

Lauren Sacks: Metropolitan Area Planning Council

ABSENT

Tyler Dechene: Middleton Fire Department
 Joe Griffin: Greater Boston Police Council
 Chief Rich Patterson: Dracut Fire Department

Dave Spinosa: Essex County Sheriff's Department*

The following documents were used/referenced during the meeting:

- January 2024 Meeting Agenda
- December 2023 Meeting Minutes
- FFY20, FFY21, FFY22, and FFY23 Budget Updates
- NERAC Radio Programming Initiative Policies and Procedures and Contract Drafts
- NERAC Radio Communications Checklist and Suggested Workflow
- School Radio Best Practices Draft