



NORTHEAST HOMELAND SECURITY REGIONAL ADVISORY COUNCIL

Full Council Meeting

Minutes

January 11, 2024

1:00pm

MPTC Lynnfield Police Academy
425 Walnut St, Lynnfield, MA 01940

- **Call to Order**
 - Chair Chief J. Gilliland called the meeting to order at 1:00 PM

- **Approval of Minutes from the December 14, 2023 Meeting**

MOTION put forth by N. Hovey.

 - Approve the December 14, 2023, meeting minutes.
 - Seconded by P. Cohen.
 - In Favor: All
 - Opposed: None.
 - Abstain: None.
 - The motion passed.

- **EOPSS/MAPC Updates**
 - EOPSS – S. Malloy provided an update. The Notice of Funding Opportunity (NOFO) for FFY24 is coming soon and priority areas should mirror FFY23 with special consideration for election security.

- **Budget Updates**
 - Council members were provided with copies of the FFY20 – FFY23 budget in the meeting packet.
 - 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

- **Open Council Seats**
 - Candidates for the open Public Schools Seat and Emergency Management seat submitted resumes and answers to NERAC’s interview questions for the Council’s consideration.

 - *Public Schools*

Chair Chief J. Gilliland opened the floor for nominations.

 - Candidate Steven Stone nominated by D. Ouellette
 - Seconded by A. Alpert.
 - Received 4 votes.
 - Candidate Stephen Zrike nominated by S. Morrison.
 - Seconded by D. Spinosa.
 - Received 9 votes.
 - Stephen Zrike was appointed to the open Public Schools representative seat.



NORTHEAST HOMELAND SECURITY REGIONAL ADVISORY COUNCIL

- *Emergency Management*

Chair Chief J. Gilliland opened the floor for nominations.

- Candidate Heather Tecce nominated by B. Moriarty
 - Seconded by N. Hovey.
 - Received 10 votes.
- Candidate Tom Walsh nominated by A. Alpert.
 - Seconded by D. Ouellette.
 - Received 3 votes.
- Heather Tecce was appointed to the open Emergency Management representative seat.

- **Project Updates**

- *NEMLEC Ballistic Helmets*
 - The PJ was submitted to EOPSS and approved. MAPC will now work with Chief Nix to draft specifications for procurement.
- *Merrimack Valley Camera System Expansion*
 - The specifications are finalized, and MAPC will be moving forward with the IFB.
- *District 6 JHIRT Equipment*
 - Some equipment has not yet been delivered. MAPC has reached out to Atlantic Tactical for an updated ETA.
- *FD-14 Tech Rescue Equipment*
 - The procurements were conducted and the POs were issued to the vendors.
- *Cybersecurity Incident Response Project*
 - There is \$80,279.39 allocated in FFY21 H.04 for this project.
 - This project will hire a vendor to develop incident response plans and map current IT assessments to the Center for Internet Security 18 (CIS18) framework. This project will help municipalities develop an assessment report of how they adhere to the CIS18 framework then develop a corresponding incident response plan and validation exercise. This will help municipalities align with best practices and fulfill new requirements for cybersecurity insurance. Six (6) Municipalities on the North Shore will directly benefit from this investment. Middleton, Topsfield, Wenham, Hamilton, Essex, and Manchester-by-the-Sea.
 - MAPC has reached out to the 3 Cyber representatives to resume this project. Once the draft scope of services is confirmed, we will move forward with the procurement.

- **NERAC Radio Communications Checklist and Suggested Policies**

- The NERAC Interoperability Committee developed procedures to help ensure that radio communications are addressed appropriately at T&Es and when cache radios are borrowed, which they would like to ask the Full Council to adopt as policy for the region.
- The checklist and suggested procedures/workflow were presented to the Council and discussed.

MOTION put forth by N. Hovey.

- Adopt the Radio Communications Checklist and Suggested Workflow as policy for the region..
- Seconded by E. Christensen.
 - In Favor: All
 - Opposed: None.
 - Abstain: None.



NORTHEAST HOMELAND SECURITY REGIONAL ADVISORY COUNCIL

- The motion passed.

- **Committee/Working Group Updates**

- *Training & Exercise*

- The January AAIR training was postponed. There will be courses in March and we are looking for a location.
 - The committee is planning a second School Safety Seminar for fall 2024.
 - The Topsfield MCI Functional Exercise timeline is being developed and the exercise will occur in June 2024.
 - Tech Rescue had 2 AARs and 2 ERRs approved.

- *Interoperability/ Info Sharing*

- The Council is already aware of the work the Committee has been doing on the Radio Communications Checklist/Workflow that was adopted as policy today.
 - The Committee is working to expand the Radio Programming Initiative to also cover COML/COMT support for NERAC trainings and exercises.
 - A School Radio Best Practices document is being drafted.

- *Regional Equipment Cache*

- The Committee is working on closing out the Lexington cache funds.
 - Message Board Disposal Request
 - Beverly has a total of 8 vintage K&K sign boards on site.
 - Last spring 4 of the 8 were not operable and determined to be beyond repair and have served beyond their practical life cycle.
 - Beverly has requested NERAC's recommendation as to what to do with the 4 and possibly all 8 of these older boards.

MOTION put forth by M. Collins.

- Request EOPSS approval to dispose of all 8 sign boards.
- Seconded by N. Hovey.
 - In Favor: All
 - Opposed: None.
 - Abstain: None.
- The motion passed.

- The Cache Committee is also looking into relocating the sheltering equipment at the Beverly and Lexington sites, because Beverly will no longer have space. It would be ideal to consider spreading them out through the region.

- *Evacuation/Sheltering*

- (The committee is currently inactive.)

- **Discipline & State Agency Liaison Updates**

- Discipline Updates:

- Law Enforcement- There will be a full scale exercise at Hanscom Airforce base on May 7th. They have seen swatting calls at schools and private residences.

NEMLEC IMT Response Stats for 2023:

- Training Missions: 12
 - Warrant Services: 23
 - Barricaded Persons: 39



NORTHEAST HOMELAND SECURITY REGIONAL ADVISORY COUNCIL

- Suspect Searches: 4
- Evidence Searches: 2
- Missing Person Searches: 39
- PSAP Comm Failures: 3
- STARS assists: 5
- LODD Services: 2
- Planned Events: 19
- Total: 144
- Emergency Management- There will be a CAMEO training on February 16 in Chelsea. Member communities of Mystic REPC must submit their questionnaires. At the May meeting a consultant will discuss lithium ion battery issues and incidents
- Cybersecurity- The scanning project draft report is being edited/reviewed, and they will have representation on a panel at the MMA conference and will be discussing project at that meeting.
- Public Schools- Howie the comfort dog from Tri-Town School Union will now be part of the NEMLEC STARS team.
- State Agency Liaison Updates
 - Massachusetts Emergency Management Agency
 - There quarterly EMDs meeting will be on March 19th in Franklin
 - There have been recent instances of coastal flooding, and will continue to monitor potential upcoming storm.
- New Business Unforeseen by the Chair
 - None
 - MOTION put forth by B. Moriarty.
 - Adjourn the meeting.
 - Seconded by Chief N. Hovey.
 - In Favor: All
 - Opposed: None.
 - Abstain: None.
 - The motion passed.

****Next Meeting: February 8, 2024****

ATTENDEES - COUNCIL MEMBERS

Chief Jason Gilliland, Chair: Marblehead Fire Department
Chief John Fisher, Vice Chair: Bedford Police Department
Eric Christenson: Northeast EMS
Paul Cohen: Town of Chelmsford
Dave Spinosa: Essex County Sheriff's Department
Chief Tom Judge: Concord Fire Department
Dr. Scott Morrison: Tri Town School Union
Allan Alpert: City of Melrose Emergency Management
Chief John LeLacheur: Beverly Police Department
Chief Brian Moriarty: Lawrence Fire Department
Chief Neal Hovey: Topsfield Police Department
Mike Collins: Beverly DPW
Dorinda Goodman: Town of Lexington Information Technology
Dave Ouellette: Dracut Public Health



NORTHEAST HOMELAND SECURITY REGIONAL ADVISORY COUNCIL

ABSENT- COUNCIL MEMBERS

Sheriff Kevin Coppinger: Essex County Sheriff
Christopher Ryan: North Shore Regional 911 Center
Bill Klag: North Shore Medical Center Emergency Preparedness
Colby Cousens: Town of Danvers Information Technology
Ryan Knowles: City of Gloucester Information Services

ATTENDEES – OTHER

Lauren Sardella: MEMA
Sarah Malloy: EOPSS
Ben Podsiadlo: EOPSS
Matt Kolhonen: MEMA
James McLaughlin: MEMA
Chief Derek Sencabaugh: Lexington Fire Department/EMD
Rosemary Volinski: MAPC
Lauren Sacks: MAPC

The following documents were used/referenced during the meeting:

- January 2023 Meeting Agenda
- December 2023 Meeting Minutes
- FFY20, FFY21, FFY22, FFY23 Budget Updates
- Candidate Resumes and Interview Questions
- January 2023 Project Status Updates
- NERAC Radio Communications Checklist and Suggested Workflow