



NORTHEAST HOMELAND SECURITY REGIONAL ADVISORY COUNCIL

Interoperability Committee Meeting

Minutes

February 13, 2024

9:30 am

Remote Video Conference Call

[Zoom Link](#)

Meeting ID: 822 3197 2631

Passcode: 843038

Dial In: 646 876 9923

- **Call to Order**
 - Chair C. Ryan called the meeting to order at 9:32am.
- **Approval of Minutes**
 - January 9, 2024 Meeting Minutes

MOTION put forth by R. Patterson.

- Approve the January 9, 2024 Meeting Minutes.
- Seconded by D. Frizzell.
 - In favor: S. Brown, A. Chadis, M. Collins, D. Frizzell, J. Griffin, M. Kass, S. Morrison, R. Patterson, D. Spinosa, J. Targ.
 - Opposed: None.
 - Abstain: None.
- The motion passed.
- **Budget Updates**
 - Copies of the FFY20-FFY23 budgets are in the meeting packet.
 - FFY20 – New Grant End Date: June 30th, 2024 – MAPC expects to close shortly.
 - FFY21 – Grant End Date: June 30th, 2024
 - FFY22 – Grant End Date: July 31st, 2024
 - FFY23 – Grant End Date: July 31st, 2025
- **FFY24 Planning**
 - EOPSS has instructed Councils to begin developing FFY24 plans.
 - Project request forms were sent to the region February 12th, a copy was included in the meeting packet, and are available on the NERAC website.
 - Project requests are due February 29th to be reviewed at the Committees and Council's March meetings.
 - March 12th will be a virtual meeting for Interop.
- **Project Updates**
 - *ECCOPA Radio Cache Transport Cases*
 - The PO for 6 storage cases and 6 power strips was issued on January 9th.
 - *ECFCA UHF Receivers*
 - Sole Source is not an option for the TXRX specs.

- MAPC is reviewing the TXRX-specific specs to see how we can turn them into specs for competitive procurement.
- *ECFCA Wide Area Network VHF Console Radios*
 - Rockport Asst. Chief Ives had questions about the scope and intention of the project, which were addressed.
 - Chief Ives will go to the police station to get answers the EHP questions.
- *Field Comm Units 20 & 60 Upgrades*
 - All equipment was received (2 logging recorders and routers) and MAPC is getting RDs and processing invoices.
 - MAPC is working on specs for installation procurement and will need additional details, will send questions soon.
- *FD-5/15 Mobile Gateway Radios and Recorders*
 - All equipment was received (2 logging recorders, 2 PDUs, 4 radios, 2 cabinets) and MAPC is getting RDs and processing invoices.
 - ECFCA is doing the installation for this project so NERAC's portion is now complete.
- *FD-6 Communications Upgrades*
 - Everything is compiled and being processed for payment by MAPC finance.
 - This project had funding in FFY20 B.07 and FFY21 B.10, but it will be fully paid out of FFY20 to help with closeout.
 - This project can be considered complete.
- *FD-6 MW Groton to Westford*
 - The PO had to be cancelled because the vendor noted that some work should be prevailing wage, which wasn't specified in the procurement.
 - MAPC met with Chief Targ and M. Svatek to get clarification on the details of the installation labor.
 - The new IFB advertising went out, but MAPC is now getting instruction from the Attorney General's office that it's not considered construction and may be a Ch. 30B procurement.
 - MAPC is now consulting with Mass Dept of Labor standards to confirm whether this requires prevailing wage and how to include that in the procurement if it's procured under Ch. 30B instead of Ch. 149.
 - MAPC has not yet cancelled the current advertised IFB because we are working to resolve this soon and hoping to be able to just modify it and extend the deadline.
- *GBPC Microwave Routers and Switches*
 - Approvals have been received so the next steps are finalizing specs and procuring.
- *Littleton All-Band Console Upgrades*
 - We have invoices and the email that will serve as the RD for this project.
 - Cyber Comm submitted the prevailing wage documents but there are several issues so we are working to get those corrected in order to pay.
- *Metrofire North District Radio Common Platform*
 - *The Committee indicated this is a priority FFY23 project at the last meeting.*
 - *We should technically have EOPSS approval for MAPC's FFY23 Program Management funding PJ before we submit PJs/ICIPs for FFY23 projects.*
 - *The Program Management PJ has been submitted.*

- *In the meantime I have a project PJ drafted and I'm gathering questions for the ICIP to ask Dave.*
 - **NERAC Radio Programming Initiative**
 - The Committee reviewed all program documents that have been approved by MAPC legal.
 - It was noted that ECFCA may have some COMLs/COMTs interested in participating.
 - The Committee discussed that one-on-one meetings will be necessary between D. Spinosa/T. Dechene and the participating COMLs/COMTs to determine capabilities and appropriate assignments.
- **NERAC Radio Communications Checklist**
 - At the January meeting the Full Council accepted this as policy for Trainings and Exercises and borrowing Cache radios.
- **Methuen Radio Transfer Request**
 - Asst. Chief Mike Fluet from the Methuen Fire Department reached out regarding a NERAC Radio that was part of the Region III EMS / CMED deployment that still works but they no longer have a use for. It was in service until a new radio was installed as part of their department system upgrade.
 - N10794 is a Console XTL 5000, Serial # 276CMK0083
 - Purchased in 2011 with \$4,784.34 of FFY07 funding.
 - The Committee discussed the capabilities, value, and lifespan of the item per the Interop Disposal Process and suggested a way to repurpose it. A full council vote will also be needed.

MOTION put forth by D. Spinosa.

- Transfer the radio from Methuen to North Shore Regional 911 for storage purposes, available to the region if needed for backup, with priority given to Northeast EMS if needed for backup or parts.
- by R. Patterson.
 - In favor: S. Brown, A. Chadis, M. Collins, T. Dechene, D. Frizzell, J. Griffin, M. Kass, M. Mansfield, S. Morrison, R. Patterson, D. Spinosa, J. Targ.
 - Opposed: None.
 - Abstain: None.
- The motion passed.
- **School Radio Best Practices Discussion**
 - R. Patterson and S. Morrison will continue to work on the draft.
- **State Interoperability Executive Committee (SIEC) Updates**
 - The expanded scope of the NERAC Radio Communications Initiative was approved.
 - M. Mansfield, J. Targ, C. Ryan, and A. Rock provided updates on a CoMIRS modernization project and addressed concerns.
- **New Business Unforeseen by the Chair**
 - None.

MOTION put forth by D. Spinosa.

- Adjourn the meeting.
- by R. Patterson.

- In favor: S. Brown, A. Chadis, M. Collins, T. Dechene, D. Frizzell, J. Griffin, M. Kass, S. Morrison, R. Patterson, D. Spinosa, J. Targ.
- Opposed: None.
- Abstain: None.
- The motion passed.

*** Next Meeting: March 12, 2024 ***

*** Virtual ***

ATTENDEES-COMMITTEE MEMBERS

Stephanie Brown: Beverly Public Safety Dispatch

Alex Chadis: Newton Fire Department

Mike Collins: Beverly Public Services & Engineering*

Tyler Dechene: Middleton Fire Department

Dave Frizzell: Metrofire

Joe Griffin: Greater Boston Police Council

Mike Kass: Northeast Regional Ambulance Service

Chief Michael Mansfield: Andover Fire Rescue

Scott Morrison: Tri-Town School Union*

Chief Rich Patterson: Dracut Fire Department

Chris Ryan: North Shore Regional 911 Center*

Dave Spinosa: Essex County Sheriff's Department*

Chief Joe Targ: Westford Fire Department

ATTENDEES-OTHER

Alex Rock: EOPSS, Assistant SWIC

Graham Rowe: North Andover Fire Department

Lauren Sacks: Metropolitan Area Planning Council

ABSENT

None

The following documents were used/referenced during the meeting:

- February 2024 Meeting Agenda
- January 2023 Meeting Minutes
- FFY20, FFY21, FFY22, and FFY23 Budget Updates
- FFY2024 NERAC Project Request Form
- NERAC Radio Communications Initiative Policies and Procedures, Contract, and Program Documents