



NORTHEAST HOMELAND SECURITY REGIONAL ADVISORY COUNCIL

Full Council Meeting

Minutes

April 13, 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 1:09pm.

Approval of Minutes from the March 9, 2023 Meeting.

MOTION put forth by M. Foster.

- Approve the March 9, 2023, meeting minutes.
- Seconded by Chief J. LeLacheur.
 - In Favor: All
 - Opposed: None.
 - Abstain: None.
- The motion passed.

EOPSS/MAPC Updates

- EOPSS Update – V. Mboka-Boyer provided an update. EOPSS appreciates the Council’s hard work on the FFY23 plan.
- MAPC Updates- A. Reilly provided an update. A. Serra and L. Sacks will be conducting inventory visits over the coming weeks to update records.

Budget Updates

- Regional AAIR Courses Location Insurance
 - As you may know, under the T&E Committee we have been planning a series of Active Attack Integrated Response (AAIR) trainings for 6 NERAC communities who had submitted funding requests. Each course is for 20 Fire/EMS members, 20 Law Enforcement Officers, and 2 Dispatchers, and any seats that aren’t filled by the 6 requesting communities are made available to the entire region.
 - The first training occurred in March in the evening here at MPTC. The next two are planned for April and May, but need to be held at a different facility in order to be offered during the day.
 - We are working on securing a location. The two best options are a school building in Groton being the first choice, and an office building in Littleton as a possible backup. We were informed that either of those may require us to add them as an additionally insured to MAPC’s insurance, for which there is a range of \$500-2,000 fee.

MOTION put forth by Chief J. Fisher.

- Allocate up to \$2,000.00 from FFY20 Program Management funding to cover the insurance fee for 1 location, in order to finalize the contract to host the AAIR courses.
 - Seconded by C. Ryan.



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- In Favor: All
- Opposed: None.
- Abstain: None.
- The motion passed.

Project Updates

- NEMLEC Projects:
 - Modular Shields
 - The PJ was approved by EOPSS, but Chief Nix and Lt. Fay of NEMLEC asked us to hold off on the procurement, because the funding may be needed for projects that are higher priorities.
 - Mobile Ballistic Shields
 - This PJ was also approved by EOPSS and specifications are drafted so we can move forward with that procurement soon.
 - LRAD Voice Broadcast System
 - This project was identified as a priority by Chief Fisher, Chief Nix, and Lt. Fay.
 - A procurement was conducted and the low quote came in at \$24,306.16, but there is currently only \$20,577.00 allocated.
 - To cover the difference of \$3,729.16, Chief Nix has requested to use funding from the Modular Shields and SWAT In-Service Training.

MOTION put forth by C. Ryan.

- Reallocate the \$1,500 from FFY21 I.03 Modular Shields and \$2,229.16 from FFY21 I.01 SWAT In-Service Training to fund the LRAD.
- Seconded by Chief J. LeLacheur.
 - In Favor: All
 - Opposed: None.
 - Abstain: None.
- The motion passed.
- Portable Radio Headsets/Adapters
 - At the last meeting, the Chiefs and D. Spinosa indicated that this project was the top priority for NEMLEC in order to be able to use the new radios, and asked us to fast track it.
 - The PJ is with EOPSS for approval.
 - To help ensure we're able to expedite this and issue a PO as soon as possible once EOPSS approval is received, the Council could preemptively approve a "not to exceed" amount so we wouldn't have to wait until the next NERAC meeting in case the bid prices come in over the allocation.
 - We expect that the bids will be similar to the discounted quote price that the allocation pricing was based off, but we can't be sure if that discount will apply to bids received, and MSRPs are higher, so NEMLEC requests approval to use up to \$6,423.60 from the SWAT In-Service Funds if needed, which would make the total maximum allocation match the MSRPs.

MOTION put forth by C. Ryan.

- Approve a transfer of up to \$6,423.60 from FFY21 I.01 SWAT In-Service Training to fund the Portable Radio Headsets and Adapters if needed.
- Seconded by Dr. S. Morrison.
 - In Favor: All



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- Opposed: None.
 - Abstain: None.
 - The motion passed.
- Merrimack Valley Camera System Expansion
 - We have been in touch with Lt. Rogers of Lawrence PD, who is working with his team to provide feedback on the drafted specifications we sent him, to ensure that they will result in new cameras that work with their existing system.
 - We will conduct the procurement as soon as those are finalized.
 - NERAC Ambubus
 - We are still waiting to hear back from our contacts on whether the Ambubus could become a hospital asset through HPP funding.

MOTION put forth by B. Klag.

- Follow the EOPSS disposal process for the NERAC Ambubus.
 - Seconded by Chief J. Fisher.
 - In Favor: All
 - Opposed: None.
 - Abstain: None.
 - The motion passed.
- There is currently still \$800.00 in FFY20 I.01 Ambubus Upgrades that can be unallocated.

MOTION put forth by Chief J. LeLacheur.

- Unallocate \$800.00 in FFY20 I.01 Ambubus Upgrades.
 - Seconded by Chief J. Fisher.
 - In Favor: All
 - Opposed: None.
 - Abstain: None.
 - The motion passed.
- Incident Response Plan Development
 - We are continuing to work with Colby and Ed to finalize consultant tasks to include in the request for proposals.
 - Cybersecurity Internship
 - We have received over 50 applications since posting the internship opportunity last month. We have conducted initial and finalist interviews with the Cyber reps and manager from the North Shore IT Collaborative over the past month and have two finalist candidates.
 - MAPC will be calling the candidates references this week and the interview committee will be looking through their work samples before offering the positions.
 - The draft MOU between MAPC and the Town of Danvers is currently with MAPC legal for review.
 - District 6 JHIRT Equipment
 - This is an FFY22 project that will fund equipment for 3-4 members of the District 6 Joint Hazard Incident Response Team (JHIRT). JHIRT is a highly trained group of Hazardous Materials Technicians who are deployed in conjunction with the bomb squad to assist in assessing WMDs, clandestine labs, CBRNE events, and calls for explosive devices.



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- Chief Cavanaugh, from Wilmington FD, reached out to us last month to inquire if this FFY22 project can be made a priority since JHIRT members are currently deployed in the region without the proper protection. We are currently working on the PJ to submit EOPSS.

2023 National Homeland Security Conference Funding Request

- The 2023 National Homeland Security Conference is being held July 24, 2023 to July 27, 2023 in Chicago, Illinois.
- MAPC is requesting funding for L. Sacks and R. Volinski to attend the conference. The estimated cost is \$2,248.00 per person, which would include hotels, flights, registration, and food.
- This conference provides Law Enforcement, Fire, and Emergency Management personnel with the opportunity to learn about emerging trends and best practices in the public safety industry. The conference has dozens of courses, seminars, demonstrations, and guest speakers, each highlighting topic areas that provide insight and education that can inform the work of the homeland security regions. Whenever possible, L. Sacks and R. Volinski will attend different sessions to maximize information gathering and networking opportunities.

MOTION put forth by Chief J . Fisher.

- Allocate up to \$4,496.00 from FFY2020 MAPC Program Management Funds to fund the conference expenses for the NERAC program managers.
- Seconded by C. Ryan.
 - In Favor: All
 - Opposed: None.
 - Abstain: None.
- The motion passed.

FFY23 Planning

- The FFY23 Preliminary Project List and Budget was submitted to EOPSS on April 7th, 2023 for their review and comments.
- We received feedback from EOPSS/FEMA regarding the allocation of funding for the technical rescue team drills versus the amount allocated for ASHER/Active Shooter Trainings and Exercises. The T&E Committee recommended adjustments to better align with EOPSS/FEMA guidance and expectations.
- As of the last meeting, all non-A-list projects were put on the B-list. B-List projects also get an official place in the NERAC plan even if they don't have dedicated funding. We wanted to give the Council an opportunity to review the B-List and determine if all of these projects align with the Council's top priorities, and if they don't then they should be taken off of the B-List entirely.
 - A List:
 - *MAPC Program Management*
 - *Beverly Dive Team Equipment*
 - *NEMLEC SWAT/Negotiators Ballistic Plates/Carriers*
 - *NEMLEC SWAT Ballistic Shields*
 - *NEMLEC SWAT Air Purifying Respirators*
 - *ECFCA GPS Clocks*
 - *ECCOPA Cache Radio Transport & Storage Kits*
 - *ECFCA Middleton - Topsfield Microwave*
 - *FD-6 Field Comm 60 Portable Cache Upgrade*



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- *BAPERN Simulcast Upgrade*
- *Lawrence Gen to Holt Hill Microwave Link Replacement*
- *Metrofire North District Radio Common Platform*
- *Regional Cache Program (Maintenance)*
- *Cache Host Annual Fee*
- *ASHER Tabletop Exercise*
- *RTF Training (Weston, Wayland, Lincoln)*
- *Active Shooter Training (Northern NERAC)*
- *Technical Rescue Teams Monthly Drills*
- *State Exercise Program*
- *General Active Shooter Training*
- B List:
 - *NEMLEC SWAT Night Vision Capability*
 - *RTF Equipment (Weston, Wayland, Lincoln)*
 - *NEMTRT Equipment Updates*
 - *FD-14 Tech Rescue Team Equipment*
 - *FD-14 Water Rescue Team Equipment*

MOTION put forth by Chief J. LeLacheur.

- Accept the changes to the FFY23 project lists and budgets as presented.
- Seconded by Chief J. Fisher.
 - In Favor: All
 - Opposed: None.
 - Abstain: None.
- The motion passed.

Committee/Working Group Updates

- Training & Exercise – Chief J. Gilliland
 - The Regional Stop-the-Bleed courses have trained 153 participants, and the course series is completed.
 - The School Safety Seminar will be pushed back to fall 2023.
 - The Committee will be adding holsters and safety equipment to the active shooter training kit.
 - The FD-14 and Northeast technical rescue team's AAR and ERRs were approved.
- Interoperability/ Info Sharing – C. Ryan
 - A final draft for the Metrofire North Feasibility study was reviewed by the Committee, and a final version will be completed by May 1st.
 - So far, there are 5 COML/COMTs interested in participating in the NERAC radio programming initiative.
 - The Council discussed the requirement of having NERAC exercises be assigned an COML/COMT, and how this could also apply to NERAC trainings and borrowing communications equipment from caches (e.g. AAIR courses). The conversation will continue at next month's meeting.
- Regional Equipment Cache – M. Collins
 - Chief J. Fisher and M. Collins will connect to discuss the air respirators that are currently inside a cache conex container.
- Evacuation/Sheltering – J. Brickett
 - No update.



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Discipline & State Agency Liaison Updates

- Discipline Updates:
 - Public Health- There continues to be substantial food insecurity in the region.
 - Public Safety Communications- The Sate 911 team is up and running to help other communication centers at no cost to the community.
 - Public Schools- The Tri Town School Union recently ran a drill to test alert and communications during a hostile event. Teachers were able to use an app to easily communicate with first responders in real time.
- State Agency Liaison Updates
 - Massachusetts Emergency Management Agency
 - No update.

New Business Unforeseen by the Chair

- None.

MOTION put forth by Chief J. LeLacheur.

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

****Next Meeting: May 11, 2023****

ATTENDEES - COUNCIL MEMBERS

Edward Chao: Harvard Kennedy School

Mike Collins: Beverly DPW

Chief John Fisher, Vice Chair: Carlisle Police Department

Mark Foster: Beverly Emergency Management

Chief Jason Gilliland, Chair: Marblehead Fire Department

Chief John LeLacheur: Beverly Police Department

Dave Ouellette: Dracut Public Health

Christopher Ryan: North Shore Regional 911 Center

Dr. Scott Morrison: Tri Town School Union

Chief Brian Moriarty: Lawrence Fire Department

Bill Klag: North Shore Medical Center Emergency Preparedness

ABSENT- COUNCIL MEMBERS

Paul Cohen: Town of Chelmsford

Sheriff Kevin Coppinger: Essex County Sheriff

Chief Tom Judge: Concord Fire Department

John Brickett: Northeast EMS



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Kathleen Lambert: MVRTA
Dave Spinosa: Essex County Sheriff's Department
Chief Neal Hovey: Topsfield Police Department
Allan Alpert: City of Melrose Emergency Management
Colby Cousens: Town of Danvers Information Technology
Dr. John Buckey: Marblehead Schools

ATTENDEES – OTHER

Tom Rinoldo: FD-14
Shawn Green: FD-14
Connor Grenier: NEMTRT
Anita Arnum: Acton FD
Vicky Mboka-Boyer: EOPSS
Amy Reilly: MAPC
Lauren Sacks: MAPC
Rosemary Volinski: MAPC

The following documents were used/referenced during the meeting:

- April 2023 Meeting Agenda
- March 2023 Meeting Minutes
- FFY20, FFY21, FFY22 Budget Updates
- April 2023 Project Status Updates
- 2023 National Homeland Security Conference Request
- FFY23 Preliminary Project List and Budget
- FFY2023 NERAC Project Request Summaries