



NORTHEAST HOMELAND SECURITY REGIONAL ADVISORY COUNCIL

Full Council Meeting

Minutes

September 14, 2023

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 1:00pm.
- **Approval of Minutes from the June 08, 2023 Meeting.**

MOTION put forth by Chief N. Hovey.

- Approve the June 08, 2023, meeting minutes.
- Seconded by Chief B. Moriarty.
 - In Favor: All
 - Opposed: None.
 - Abstain: None.
- The motion passed.

- **EOPSS/MAPC Updates**
 - EOPSS Update – S. Malloy provided an update. A non-profit grant opportunity went live yesterday and has a deadline of October 13th. FEMA guidance has been sent regarding the frozen cache program income and the funds need to be spent down within 6 months.
 - MAPC Update – R. Volinski provided an update. Amy Reilly has been promoted to the Director of MAPC’s Municipal Collaboration Department.
- **Budget Updates**
 - Council members were provided with copies of the FFY20 – FFY22 budget in the meeting packet.
 - FFY20 – New Grant End Date: December 31st, 2023
 - FFY21 – New Grant End Date: June 30th, 2024
 - FFY22 – Grant End Date: July 31st, 2024
 - During the June 2023 meeting the Council voted to allow Chair Chief J. Gilliland authority to approve small motions necessary to keep projects moving during the Council’s summer break. In July and August, transfers were approved, and information can be found on page 15 of the meeting packet.
 - MAPC Program Management Tablets Request
 - MAPC is requesting funding to purchase computer/tablets for L. Sacks and R. Volinski to use for NERAC meetings, project visits, and events. We are working with IT to find the best option that has the capabilities that we need.
 - We expect the total cost of the two computer/tablets to not exceed \$4,000, 7 and could be allocated from MAPC Program Management Funds. Wireless cards. Dr. Morrison, Chief Lelachuer.6k. Chief Fisher and Chief Hovey.

MOTION put forth by Chief J. Fisher.



NORTHEAST HOMELAND SECURITY REGIONAL ADVISORY COUNCIL

- Allocate up to \$6,000.00 from FFY21 MAPC Program Management for two laptops/tablets with wireless cards for the NERAC program managers.
 - Seconded by Chief N. Hovey.
 - In Favor: All
 - Opposed: None.
 - Abstain: None.
 - The motion passed.
- **Open Council Seats**
 - Regional Transit Authority
 - We notified the region's communities about NERAC's open transit seat over the summer, but did not receive any resumes yet.
 - Public Schools
 - Dr. J. Buckey has stepped down from the Council.
 - Emergency Management
 - M. Foster has stepped down from the Council. We would like to thank Mark for his 19 years of service to NERAC.
 - MAPC will send out another notice to the region's communities about NERAC's open Transit seat, Public Schools seat, and Emergency Management seat.
 - Cybersecurity
 - EOPSS has approved two Cybersecurity candidates to be reviewed by the Council to fill the open cyber seat.
 - Dorinda Goodman- Director of Information Technology For the Town of Lexington. Her information and interview questions and answers can be found on page 16 of the meeting packet. She was unable to attend today's meeting due to a serious family medical situation.
 - Ryan Knowles- Director of Information Services for the City of Gloucester. His information and interview questions and answers can be found on page 25 of the meeting packet. He is in attendance.
 - MOTION put forth by Chief J. Fisher.
 - Postpone today's Cybersecurity candidate vote to the October meeting.
 - Seconded by Chief B. Moriarity.
 - In Favor: All
 - Opposed: None.
 - Abstain: None.
 - The motion passed.
 - Emergency Medical Services
 - EOPSS has approved two EMS candidates to be reviewed by the Council to fill the open EMS seat.
 - Eric Christensen- Incoming NEEMs Executive Director. His information and interview questions and answers can be found on page 32 of the meeting packet. He was unable to attend today's meeting.



NORTHEAST HOMELAND SECURITY REGIONAL ADVISORY COUNCIL

- Wes Russell- Fire Chief and Emergency Management Director for the Tyngsborough FD. His information and interview questions and answers can be found on page 35 of the meeting packet. He was unable to attend today's meeting.

MOTION put forth by Chief J. Fisher.

- Postpone today's EMS candidate vote to the October meeting.
- Seconded by B. Klag.
 - In Favor: All
 - Opposed: None.
 - Abstain: None.
- The motion passed.

- **Project Updates**

- NEMLEC Projects:

- Portable Radio Headsets/Adapters

- This project was the purchase of 30 single comm headsets, 15 dual comm headsets, and 60 radio/headset adapters for NEMLEC SWAT. POs were issued as of the last meeting, and now all equipment has arrived. MAPC will pay invoices when those are received.

- Ballistic Helmets

- This project was approved in NERAC's FFY22 plan for \$100,000 for the purchase of ballistic helmets and headsets for NEMLEC SWAT.
 - Enough headsets were purchased through the previous project, so they would like to use all of the allocated funding towards helmets.

- MOTION put forth by Chief J. Fisher.

- Amend the project to use all allocated funding towards as many ballistic helmets as possible.
 - Seconded by Chief J. LeLacheur.
 - In Favor: All
 - Opposed: None.
 - Abstain: None.
 - The motion passed.

- Merrimack Valley Camera System Expansion

- This project is still on hold waiting for information from the Lawrence Police Department. There was a delay originally caused by the change of leadership there and we have been working with a new contact since then, but the project has technical elements that he doesn't know personally, so he has to reach out to others to get the answers.
 - At this time we are waiting on answers to some specifications questions, and clarification of whether the City of Lawrence plans to fund the installation or whether they are looking for that to be part of what NERAC is funding.
 - This project has \$120,000 allocated in FFY21 funding. That funding deadline is June 2024, but that is a large chunk of funding and there is some concern about pricing increases, supply chain delays, and the fact that this project may include installation at 24 sites, and we want to make sure that even if other issues/delays arise we can spend down in time.



NORTHEAST HOMELAND SECURITY REGIONAL ADVISORY COUNCIL

- We wanted to make sure the Council is aware of these concerns and see if you would be interested in setting a deadline that we can pass on to the department for the specifications to be finalized. Depending on their answers to the current questions (which they have had since June) we may have some follow-up questions so we'd suggest considering a deadline of 1-2 months from now to allow for that, but it might be helpful for our project contact at Lawrence PD to be able to cite a deadline when he's trying to get the answers for us.

MOTION put forth by Chief J. Fisher.

- Set a deadline of October 4th for the project contacts to send answers to project specifications.
 - Seconded by Chief B. Moriarity.
 - In Favor: All
 - Opposed: None.
 - Abstain: None.
 - The motion passed.
- NERAC Ambubus
 - We are moving forward with the disposal process. MAPC has drafted the disposal letter and is awaiting the appraisal from MeVa before requesting signatures and submitting to EOPSS.
 - Cybersecurity Incident Response Plan Development
 - We are continuing to work with Colby to rethink and revise this project.
 - Cybersecurity Internship
 - The two cyber interns completed their internship on August 25th. The interns assisted Colby and the North Shore IT Collaborative with free cybersecurity scans and reports for NERAC communities. The NERAC communities that have reached out for these scans and reports received valuable information to enhance their cybersecurity posture, and the North Shore IT Collaborative have expressed interest in continuing this work.
 - District 6 JHIRT Equipment
 - The procurement was conducted, and the PO was issued.
 - We are now awaiting delivery of the equipment to the Wilmington FD.
 - FD-14 Tech Rescue Equipment
 - This project has \$14,917 in the FFY21 plan allocated for hardwired communications equipment, victim extrication equipment, and equipment to lower team members into confined spaces or structural collapse rescue scenarios.
 - The PJ was submitted to EOPSS and they had some follow-up questions which we addressed with the team, and PJ approval was recently received.
 - We are finalizing specifications for procurement, and will have the RFQ published shortly.
- **2023 National Homeland Security Conference Updates**
 - NERAC's program managers attended the 2023 National Homeland Security Conference from July 24, 2023 to July 27, 2023 in Chicago, Illinois.
 - Conference Highlights:
 - "Radicalization, Mobilization, and Pathways to Extremist Behavior"- Presented by the National Counterterrorism Center and highlighted their Violent Extremist Radicalization and Mobilization Framework. This session highlighted the importance of understanding bystander interventions to prevent terrorism. For



NORTHEAST HOMELAND SECURITY REGIONAL ADVISORY COUNCIL

Active Shooters: In 56 percent of incidents in the U.S., attackers leaked their intent to commit violence to one or more third party bystanders. That percentage is much higher (90%) for school shooters. They highlighted best practices to support bystander interventions: avoid isolating bystanders, empathy centered approach, expanding outreach programs about online safety, improving relationships among community partners and LE, etc.

- “Instilling Equity as Foundation for Emergency Management”- Lydia Watts, Cook County. Discussed how everything needs an equity lens and discussed how the current structure of EM can create a disconnect between what they do, how they do it, and who they serve. Often times, there needs to be a concrete step forward, which in this case would be to design/ develop/ employ National Equity Standards.
 - Engage the community you serve, there will be disagreements but not disengagement.
 - “K-12 Cybersecurity”- Representative from Fairfax Public Schools discussed how education is the most affected space for ransomware, student data breaches, DoS attack, and defacement. School district vendors are responsible for majority of data breaches. Some of the major strategy and tactical focus areas to address should be account security (IGA overhaul, Zero-trust, automated remediation, MFA adoption), third party risk (continuous monitoring, authorization and relocation program, supply chain, vendor assessment and authorization) data security (zero trust design, data life cycle overhauls, data classification).
 - “Help Before Help Arrives” – Chicago Office of Emergency Management discussed their programs to better equip civilians to aid before first responders arrive through expanded CPR and Stop-the-Bleed trainings. They have Stop-the-Bleed kits located in public buildings throughout the city which their PSAP’s know the locations of, and have revamped the 911 pre-arrival instructions of so that if they receive a call they can direct that caller to locate a nearby kit and walk them through basic steps.
 - “Evolution of Emergency Alerting” – Representatives from Boulder County, Colorado which has faced a wide range of emergency situations over the years. Topics included various modes of alerts, how to determine and reach the necessary audience, pre-determining polygons for notification of different scenarios, slight wording differences that improve compliance and PR response, translation, and other lessons learned and best practices as they evolved their emergency alerts over the past decade.
 - Other sessions we attended covered topics such as: human trafficking, community resilience, COVID-19 meta-analysis, mis/dis/mal-information, fire as a weapon, domestic extremism, and various case studies on response to active shooter events.
- **NERAC Inventory Updates**
 - A. Serra and L. Sacks have been working on visiting NERAC communities to meet with stakeholders who are custodians of NERAC-funded items, review equipment statuses, and update NERAC’s inventory documents.
 - Over the past couple of months we have visited about 25 NERAC communities (police, fire, DPW, public health, and other departments as applicable), and regional groups such as NEMLEC STARS, NEMLEC SWAT, and a few BAPERIN sites.



NORTHEAST HOMELAND SECURITY REGIONAL ADVISORY COUNCIL

- This is the first comprehensive inventory since COVID where we're visiting all the departments with equipment in NERAC's 85 communities as well as regional groups, and it will be an ongoing project.
- Some themes we are seeing with the local level department visits:
 - There are a lot of older items (10+ years old) that have reached end of life or were used and consumed. Many of these were smaller investments such as 4-gas detectors, vest and flag kits, triage tags, sheltering hygiene kits, pop-up tents etc.
 - There has been a lot of leadership turnover in departments, so we are looking to put together an updated info sheet on policies and expectations for being the custodian of NERAC-funded equipment, along with department-specific lists of what items they are responsible for. We are planning to do outreach to all communities about this beyond the site visits.
- We will continue to provide updates and will present some lists to the Council at upcoming meetings with items that are no longer in working order or communities don't want anymore for the Council to decide how to handle.
- We have also received a request from Chelmsford's Director of Emergency Management to transfer their NERAC soft shelter and associated equipment to the City of Lowell.

MOTION put forth by Chief J. Fisher.

- Pending the City of Lowell's confirmation, approve the transfer of the shelter and associated equipment from Chelmsford to Lowell.
 - Seconded by Chief N. Hovey.
 - In Favor: All
 - Opposed: None.
 - Abstain: None.
 - The motion passed.
-
- **Committee/Working Group Updates**
 - Training & Exercise
 - The Committee voted to remove the \$8,000.00 per technical rescue drill cap and instead cap the total amount given to each team in each grant year, so each team can do as many drills as their funding allows them to.
 - The School Safety Seminar will be taking place on October 5th. The Committee discussed recent themes to be included in the next seminar.
 - The FD-14 Technical Rescue Team's AARs and ERR were approved.
 - Interoperability/ Info Sharing
 - Littleton All-Band Consolette Upgrades is almost complete, pending follow up information for the invoices.
 - The Field Comm Units 20 & 60 Upgrades IFB was sent out but another round of procurements will need to be conducted for specific items.
 - The Committee is working on a radio communication checklist.
 - At the end of August, EOPSS announced that Alexander Rock has been appointed to the new position of Assistant SWIC for MA.
 - The Statewide Communications Interoperability Plan (SCIP) is updated every three years and is due for a refresh this year. The SCIP Governance Webinar will be held tomorrow, Wed September 13th at 1pm to review the update process, the current and desired governance, and other topics ahead of the main SCIP workshop which will occur in November.
 - Regional Equipment Cache



NORTHEAST HOMELAND SECURITY REGIONAL ADVISORY COUNCIL

- Please reach out to M. Collins if interested in joining the Committee.
- FEMA guidance has been received on spending down the cache fee accounts. The Committee is looking into purchasing gators to spend down the funding once the total amount is finalized.
- 3 Conex containers have been cleaned and transported to Beverly.
- Evacuation/Sheltering
 - No update.
- **Discipline & State Agency Liaison Updates**
 - Discipline Updates:
 - Law Enforcement- Currently struggling with resources for migrant populations.
 - Fire Services- There has been a lot of Fire Chief turnover and MetroFire is currently restructuring.
 - Public Health- Dracut and surrounding towns have been working on a resource guide for varying subjects.
 - Hospitals- Volume is high and there is an increase of violence/ gang violence in cities.
 - State Agency Liaison Updates
 - Massachusetts Emergency Management Agency
 - No update.
- **New Business Unforeseen by the Chair**
 - None.

MOTION put forth by Chief N. Hovey

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

****Next Meeting: October 12, 2023****

ATTENDEES - COUNCIL MEMBERS

Chief John Fisher, Vice Chair: Bedford Police Department
Chief Jason Gilliland, Chair: Marblehead Fire 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
Paul Cohen: Town of Chelmsford
Chief Tom Judge: Concord Fire Department
Colby Cousens: Town of Danvers Information Technology
Chief Neal Hovey: Topsfield Police Department
Allan Alpert: City of Melrose Emergency Management
Mike Collins: Beverly DPW



NORTHEAST HOMELAND SECURITY REGIONAL ADVISORY COUNCIL

Chief John LeLacheur: Beverly Police Department
Dave Spinosa: Essex County Sheriff's Department
Bill Klag: North Shore Medical Center Emergency Preparedness

ABSENT- COUNCIL MEMBERS

Sheriff Kevin Coppinger: Essex County Sheriff

ATTENDEES – OTHER

Mark Foster: Beverly Emergency Management
Tim Moore: DFS
Sarah Malloy: EOPSS
Vicky Mboka-Boyer: EOPSS
Amy Reilly: MAPC
Lauren Sacks: MAPC
Rosemary Volinski: MAPC

The following documents were used/referenced during the meeting:

- September 2023 Meeting Agenda
- June 2023 Meeting Minutes
- FFY20, FFY21, FFY22 Budget Updates
- Candidate Resumes and Interview Questions
- September 2023 Project Status Updates