



NORTHEAST HOMELAND SECURITY REGIONAL ADVISORY COUNCIL

Full Council Meeting

Minutes

November 14, 2024

1:00pm

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

- **Call to Order**
 - Chair J. Gilliland called the meeting to order at 1:07 PM.
- **Moment of Silence in Honor of Mark Foster**
 - The Committee observed a moment of silence to honor the memory of long-time member Mark Foster, who recently passed away.
- **Approval of Minutes from the October 10, 2024 Meeting**

MOTION put forth by N. Hovey.

- Approve the October 10, 2024 Meeting Minutes
- Seconded by J. LeLacheur
 - In Favor: All
 - Opposed: None
 - Abstain: None
- The motion passed.
- **EOPSS/OGR Updates**
 - S. Malloy reported on the following: the gator vehicles funded from the cache fee accounts and a council allocation were delivered, FFY20 is closed out, BSIR reporting will be coming up soon, 2024 SHSP awards were confirmed and contracts were sent, and the FFY23 Statewide Exercise will no longer be happening and the Council may redirect the allocation to other T&E projects.
- **MAPC Updates**
 - A. Reilly reported that MAPC will be making an offer soon to fill the open Program Specialist / NERAC Program Manager position.
- **Budget Updates**
 - FFY20 – Grant End Date: June 30th, 2024 – closed.
 - All grant funding was spent down to \$0.
 - The MAPC travel costs that were originally not processed in were able to be reconciled.
 - FFY21–FFY23 - Grant End Dates: June/July 2025
 - FFY24 – NERAC’s Plan was approved by EOPSS and we will have access to the funds shortly.



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- MAPC is reviewing minimum spend requirements for each year to ensure we are on track.

- **Project Updates**

- *Beverly Dive Team Equipment*
 - This project funds 12 dry suits and buoyancy compensators for the Beverly Dive Team.
 - The RFQ was conducted and the PO was issued to Undersea Divers Inc.
 - The vendor has been in contact with the team to schedule sizing.
 - Suits take several months production and are expected by early 2025.
- *Cybersecurity Incident Response Project*
 - Task 1 is complete and the Executive Summary was provided in the meeting packet.
 - C. Cousens provided the update that the Task 2 incident response plans development will kick off next week. These plans and the following tabletop exercise will help the participating communities with their cybersecurity insurance requirements.
 - The contract specifies and end date for all work (Tasks 1-4) will be completed by December 31, 2024, but an extension is expected to be needed.
- *District 6 JHIRT Equipment*
 - Same status as recent months:
 - Atlantic Tactical delivered the wrong helmets to Wilmington.
 - Coordinating exchange for the correct items has been difficult.
 - MAPC was going to cancel the remainder of the order and run another procurement, but W. Cavanaugh preferred to continue working with AT to correct the issues.
 - Awaiting delivery of the correct items.
 - MAPC has reached out to W. Cavanaugh several times offering assistance and asking how he'd like to proceed.
- *NEMLEC Ballistic Helmets*
 - The PO was issued in August, sizing was conducted, and delivery is expected in January.
 - The vendor, Body Armor Outlet, is changing names and will be processing the order as Vantage Armor.
 - The vendor has assured us that our purchase will not be impacted, other than that they are requesting a new PO under the new name.
 - MAPC legal providing guidance on how to adjust the PO/contract to keep the project on track.
- *NEMLEC Ballistic Shields*
 - MAPC is working on the PJ.
- *Portable Morgue Expansion Cube*
 - In October the Council voted to allocate \$34,490 for a Morgue CUBE as a regional cache item.
 - MAPC submitted a PJ to EOPSS and received approval.



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- MAPC will also be procuring a Morgue CUBE as fiduciary for another stream of grant funding and will be conducting a join IFB.
 - *Pre-Hospital EMS Blood Transfusion Program*
 - In October the Council voted to allocate \$9,167.29 for specialized equipment to administer pre-hospital EMS blood transfusions.
 - MAPC submitted a PJ to EOPSS and received approval.
 - The project contact has shared additional details for specifications, so MAPC will conduct procurement shortly.
- **Inventory Updates**
 - *Disposal Requests*
 - At the October meeting, the Council reviewed and approved the disposal (or transfer, in the case of the consolettes) of many items that through inventory visits were determined to no longer be of use for the host municipalities.
 - Foam Trailers are a priority to dispose of. MAPC has a disposal request letter to EOPSS drafted detailing the required information.
 - Many of the other items do not meet the criteria to require EOPSS approval for disposal, the Council vote is sufficient.
 - MAPC will email municipalities guidelines to dispose of the items and ensure the allowable items and rules for disposal are clear.
- **Committee/Working Group Updates**
 - *Training & Exercise*
 - *Interoperability/ Info Sharing*
 - C. Ryan reported that the Wide Area VHF consolette project had obstacles with the municipalities but is now moving forward.
 - The Committee continued discussion of revising the radio programming initiative project and will be sending a survey out to municipalities.
 - Response to the fires in Littleton and North Andover is being supported by NERAC funded projects, coverage, equipment, etc.
 - *Regional Equipment Cache*
 - M. Collins reported that it was a busy month at the cache site and nearly all equipment was lent out.
 - The Gator vehicles were delivered and will allow work in bad weather/environments because they have real doors, windows, and climate control.
 - It would be helpful to have firefighting skids for the new Gators, especially considering the brushfires that have been occurring in the region.

MOTION put forth by C. Ryan.

- Allocate funds not to exceed \$15,000 from FY21 K.01 Merrimac Valley Cameras to fund 2 firefighting skids for the gators.
- Seconded by N. Hovey.



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

- *Evacuation/Sheltering*
 - None.
- *Concord and Lexington 250th Anniversary Public Safety Preparations*
 - D. Sencabaugh reported that they have been holding multiple meetings per week to discuss addressing gaps in transportation and communication, and noted that they will be competing with the marathon for resources during some events.
 - Some events will be simultaneous but the major ones will be staggered so that resources can be moved as needed.

- **Discipline & State Agency Liaison Updates**
 - *Discipline Updates:*
 - Emergency Management – A. Alpert reported that the Mystic REPC is holding a special meeting in December regarding the Emergency Planning Community Rights Act and reporting requirements.
 - Cybersecurity – C. Cousens presented on a panel at a state summit on cybersecurity and collaboration and talked about some of NERAC's work.
 - Public Schools – S. Morrison reported that work is continuing to advance ICS and communications between schools and public safety in the Tri-Town School Union, and other municipalities that have expressed interest in learning more as well.
 - R. Knowles encouraged people to consider cybersecurity concerns as “school emergency events,” not just shootings.
 - *State Agency Liaison Updates:*
 - Massachusetts Emergency Management Agency – Fire safety is a main focus/concern currently. MEMA is working on filling resource requests for mobile EOC support. Upcoming events include a virtual mutual aid workshop on November 25th, shelter ops training December 2nd, and MEMA's quarterly EMD meeting on December 17th.

- **New Business Unforeseen by the Chair**
 - None.

MOTION put forth by N. Hovey.

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



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****Next Meeting: December 12, 2024****

ATTENDEES – COUNCIL MEMBERS

Chief Jason Gilliland, Chair: Marblehead Fire Department
Chief John Fisher, Vice Chair: Bedford Police Department
Allan Alpert: City of Melrose Emergency Management
Eric Christenson: Northeast EMS
Paul Cohen: Town of Chelmsford
Mike Collins: Beverly DPW
Colby Cousens: Town of Danvers Information Technology
Dorinda Goodman: Town of Lexington Information Technology
Chief Neal Hovey: Topsfield Police Department
Chief Tom Judge: Concord Fire Department
Ryan Knowles: City of Gloucester Information Services
Chief John LeLacheur: Beverly Police Department
Chief Derek Sencabaugh: Lexington Fire Department
Heather Tecce: Lowell Emergency Management
Dr. Scott Morrison: Tri Town School Union
Christopher Ryan: North Shore Regional 911 Center
Dave Spinosa: Essex County Sheriff's Department

ABSENT – COMMITTEE MEMBERS

Bill Klag: Emergency North Shore Medical Center
Dave Ouellette: Dracut Public Health
Dr. Stephen Zrike: Salem Public Schools

ATTENDEES – OTHER

Sarah Malloy: EOPSS
Amy Reilly: MAPC
David Rodham: MEMA
Lauren Sacks: MAPC

The following documents were used/referenced during the meeting:

- November 2024 Meeting Agenda
- October 2024 Meeting Minutes
- FFY20-23 Budget Updates
- Cybersecurity Incident Response Project - Task 1 Executive Summary