



NORTHEAST HOMELAND SECURITY REGIONAL ADVISORY COUNCIL

Interoperability Committee Meeting

Minutes

December 10, 2024

9:30 am

*North Shore Regional 911 Center
18 Manning Avenue, Middleton, MA 01949*

▪ **Call to Order**

- Chair C. Ryan called the meeting to order at 9:32 am.

▪ **Approval of Minutes**

- November 12, 2024 Meeting Minutes
- Correction: R. Patterson was in attendance representing Region 3 EMS.

MOTION put forth by R. Patterson

- Approve the November 12, 2025 Meeting Minutes as amended.
- Seconded by J. Griffin
 - o In favor: All
 - o Opposed: None
 - o Abstain: None
- The motion passed.

▪ **Budget Updates**

- FY21 Grant End Date: June 30, 2025
- FY22 Grant End Date: July 31, 2025
- FY23 Grant End Date: July 31, 2025
- FY24 Grant End Date: June 30, 2026
 - NERAC/MAPC now has access to FY24 funding.
 - Grants with earlier deadlines should be prioritized, but critical FY24 projects they can be expedited.

▪ **Project Updates**

- *ECFCA UHF Receivers*
 - MAPC submitted the revised PJ/ICIP to EOPSS for the November SIEC meeting, and there were some follow-up questions.
 - MAPC will consult with T. Dechene to discuss and submit a revised ICIP.
- *ECFCA Wide Area Network VHF Consolette Radios*
 - MAPC is reviewing draft specifications sent by C. Ryan.
 - Feedback and questions will be sent to C. Ryan, D. Spinosa, T. Dechene, and J. Collins-Brown.
- *Field Comm Units 20 & 60 Upgrades*
 - The RFQ for installation was sent to several vendors, but no quotes were received.



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- A letter sent from one vendor noted some concerns with the scope of work.
- D. Spinosa will assist with modifying the scope based on their feedback, and when the revised RFQ is sent it will include additional vendors as recommended.
- *FD-5/15 Mobile Gateway Radios and Recorders*
 - NERAC's portion of this project is complete.
 - On agenda to track install progress (not NERAC funded).
- *FD-6 MW Groton to Westford*
 - *Enclosed Cabinet Funding Request*
 - The remaining Motorola items that were delayed arrived, so the final components can now be installed.
 - Due to a rodent issue at the install site, CyberComm and M. Svatek determined that an enclosed cabinet will be required instead of an open one.
 - A quote for for \$906 was included in the meeting packet, p.7.

MOTION put forth by R. Patterson.

- Allocate funds not to exceed \$2,000 from FFY22 H.02 for the purchase of an enclosed cabinet with dimensions to be determined by M. Svatek.
- Seconded by J. Griffin.
 - In favor: All
 - Opposed: None
 - Abstain: None
- The motion passed.

- *GBPC Microwave Routers and Switches*
 - Questions on locations and equipment needed are with T. Dechene to finalize specifications for procurement.
- *Metrofire North District Radio Common Platform*
 - D. Frizzell is awaiting information on equipment needs from Metrofire.
- *NERAC Radio Programming Initiative*
 - Survey Results
 - The meeting packet contained responses to the survey that was sent out to all NERAC police chiefs, fire chiefs, and town administrators.
 - Overall there was interest in the project as proposed.
 - A draft of Survey: Part 2 was included in the meeting packet and revisions were discussed.

- **School Radio Best Practices**
 - The previously reviewed flyer and newly drafted detailed companion document were included in the meeting packet.
 - The drafts will be sent to SWIC R. Fiske for input from EOPSS/SIEC before finalizing and formatting.



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- **State Interoperability Executive Committee (SIEC) Updates**
 - SIEC did not meet in December.
 - There was a virtual meeting to discuss MIFOG updates a few weeks ago, and draft revisions will be released.

- **New Business Unforeseen by the Chair**
 - J. Targ is retiring and suggests M. Svatek as his replacement on the Committee to represent Fire District 6. This will require a vote of the Full Council.
 - MAPC hired Karla Kahale for the open Program Specialist position. K. Kahale will be starting in January and working on NERAC and the Shannon Grant Community Safety Initiative.
 - The ECFCA and ECCOPA radio caches were used extensively during the brushfires and the ECCOPA. ECFCA will be replacing some batteries as needed.

MOTION put forth by D. Frizzell.

- Adjourn the meeting.
- Seconded by R. Patterson.
 - In favor: All
 - Opposed: None
 - Abstain: None
- The motion passed.

*** Next Meeting: January 14, 2024 ***

The January meeting will be held virtually via Zoom.

ATTENDEES - COMMITTEE MEMBERS

Mike Collins: Beverly Public Services & Engineering*

Tyler Dechene: Middleton Fire Department

Dave Frizzell: Metrofire

Joe Griffin: Greater Boston Police Council

Scott Morrison: Tri-Town School Union*

Rich Patterson: Region 3 EMS

Chris Ryan: North Shore Regional 911 Center*

Dave Spinosa: Essex County Sheriff's Department*

Joe Targ: Fire District 6

ATTENDEES - OTHER

Lauren Sacks: Metropolitan Area Planning Council

Matt Svatek: Fire District 6

ABSENT – COMMITTEE MEMBERS

Stephanie Brown: Beverly Public Safety Dispatch



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Alex Chadis: Newton Fire Department

Mike Kass: Northeast Regional Ambulance Service

Michael Mansfield: Andover Fire Rescue

Graham Rowe: North Andover Fire Department

The following documents were used/referenced during the meeting:

- December 2024 Meeting Agenda
- November 2024 Meeting Minutes
- FFY21, FFY22, and FFY23 Interoperability Committee Budgets
- School Radio Recommended Best Practices Flyer Draft
- Technical Considerations for School Radios Companion Document Draft
- NERAC Public Safety Radio Contacts Survey, Results, and Summary
- NERAC Public Safety Radio Contacts Survey – Phase 2 Draft