



NORTHEAST HOMELAND SECURITY REGIONAL ADVISORY COUNCIL

Interoperability Committee Meeting

Minutes

January 14, 2025

9:30 am

Remote Video Conference Call

[Zoom Link](#)

Meeting ID: 881 8798 4922

Passcode: 444350

Dial In: 646 876 9923

- **Call to Order**
 - Chair C. Ryan called the meeting to order at 9:30am.
- **Committee Membership Update**
 - As of the December NERAC meeting, Matt Svatek is officially an Interoperability Committee member.
- **Approval of Minutes**
 - December 10, 2024 Meeting Minutes

MOTION put forth by T. Dechene

- Approve the December 10, 2024 Meeting Minutes.
- Seconded by J. Griffin
 - In favor: All
 - Opposed: None
 - Abstain: None
- The motion passed.

- **Budget Updates**
 - FY21 – FY24 budgets were provided in the meeting packet.
 - FY21-23 grants end June / July 2025
 - As projects are completed MAPC will look options to pay invoices out of earlier grant years for spend down.
 - In February, NERAC Full Council will be doing a budget deep dive.
 - FY24 grant ends June 2026

MOTION put forth by A. Chadis

- Unallocate the following:
 - \$567.88 (balance) from FFY21 B.03 ECCOPA Raio Cache Upgrade
 - \$12,456.16 (balance) from FFY21 H.06 FD-5/15 Mobile Gateway
 - \$3,700 (balance) from FFY21 C.03 ECCOPA Radio Cache Transport
 - \$15,000 from FFY22 H.02 FD-6 MW Groton to Westford
- Seconded by J. Griffin
 - In favor: All



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- Opposed: None
- Abstain: None
- The motion passed.

■ Project Updates

- *ECFCA UHF Receivers*
 - Submitted a revised ICIP for this project for December SIEC but SWIC/EOPSS had some questions.
 - After frequency coordination was completed, a portion of the project didn't fit into the original name/scope.
 - T. Dechene will send further details for MAPC to submit to EOPSS/SIEC.
- *ECFCA Wide Area Network VHF Console Radios*
 - Specifications are under review at MAPC.
- *Field Comm Units 20 & 60 Upgrades*
 - Vendors had concerns about the feasibility of original installation scope.
 - The Committee discussed that the scope can be amended to allow work to be done at the vendor's shop site.
 - D. Spinosa will provide further guidance after reviewing scope.
- *FD-5/15 Mobile Gateway Radios and Recorders*
 - NERAC's portion of this project is complete.
 - On agenda to track install (not NERAC funded) which is in progress by T. Dechene.
- *FD-6 MW Groton to Westford*
 - In December, the Committee voted to reserve up to \$2,000 for an enclosed cabinet, size to be determined by M. Svatek.
 - A quote for \$1,250 for a 60"x22"x24" cabinet was included in the meeting packet, but M. Svatek will look into whether there is a larger option available.
- *GBPC Microwave Routers and Switches*
 - Spoke with T. Dechene after the last meeting for some info.
 - Remaining info needed is make/model for the SPF transceivers, quantity of Y-Cable Kits, and list of locations to be installed.
- *Metrofire North District Radio Common Platform*
 - D. Frizzell provided an update that cost will be higher than expected.

MOTION put forth by A. Chadis

- Allocate an additional \$25,000 to support the Metrofire project from Interop Unallocated.
- Seconded by G. Rowe
 - In favor: All
 - Opposed: None
 - Abstain: None
- The motion passed.

- *NERAC Radio Programming Initiative*
 - The committee has been discussing how best to shift scope to hold programming trainings for departments to send representatives to.



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- NERAC Full Council requested to expedite this timeline so trainings occur before Concord/Lexington 250th Anniversary events, and give priority registration to those involved.
- NERAC's EOPSS Program Coordinator is aware that we will be submitting an urgent PJ for approval, and the SWIC confirmed it will not require SIEC approval.
- A drafted PJ and questions to guide conversation were included in the meeting packet.
- C. Ryan provided the following updates:
 - Kenwood has 1.5 day classes for 10-15 for no cost, with availability at the end of February/early March.
 - Motorola classes may have a cost.

MOTION put forth by G. Rowe

- Amend the scope for the \$30,000 funding in FFY21 B.06 / FFY22 H.01 to fund radio programming training as presented, and authorize the Chair to determine how to maximize the trainings, consistent with the committee's intent.
- Seconded by D. Frizzell
 - In favor: All
 - Opposed: None
 - Abstain: None
- The motion passed.

▪ **School Radio Best Practices**

- The documents were submitted to EOPSS/SWIC for feedback.

▪ **State Interoperability Executive Committee (SIEC) Updates**

- No projects were on the agenda for review at the last SIEC meeting.
- MIFOG work was reviewed and is almost complete.
- Planning meetings are continuing for the 250th Anniversary of the Battles of Concord/Lexington. Request to Committee members to encourage/assist COMLs/COMTs in developing plans for the communities involved, as this being handled at the municipality level, not by the state.

▪ **New Business Unforeseen by the Chair**

- Karla Kahale started at MAPC last week as the other Program Specialist for NERAC.
- The February and March Interoperability Committee meetings will be held virtually.

MOTION put forth by J. Griffin

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



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*** Next Meeting: February 11, 2025 ***

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
Scott Morrison: Tri-Town School Union*
Graham Rowe: North Andover Fire Department
Chris Ryan: North Shore Regional 911 Center*
Dave Spinosa: Essex County Sheriff's Department*
Matt Svatek: Fire District 6

ATTENDEES - OTHER

Rick Fiske: EOPSS / SWIC
Sarah Malloy: EOPSS / OGR
Lauren Sacks: Metropolitan Area Planning Council

ABSENT – COMMITTEE MEMBERS

Mike Kass: Northeast Regional Ambulance Service
Michael Mansfield: Andover Fire Rescue
Rich Patterson: Region 3 EMS

The following documents were used/referenced during the meeting:

- January 2024 Meeting Agenda
- December 2024 Meeting Minutes
- FFY21, FFY22, FFY23, and FFY24 Interoperability Committee Budgets
- FD-6 MW Westford to Groton Cabinet Quote
- NERAC Radio Programming Initiative Amended Project Description Draft