



NORTHEAST HOMELAND SECURITY REGIONAL ADVISORY COUNCIL

Interoperability Committee Meeting

Minutes

February 11, 2025

9:00 am

Remote Video Conference Call

Zoom Link

Meeting ID: 842 7889 2414

Passcode: 276251

Dial In: 646 876 9923

▪ **Call to Order**

- Chair C. Ryan called the meeting to order at 9:05am.

▪ **Approval of Minutes**

- January 2025 Meeting Minutes

MOTION put forth by R. Patterson

- Approve the January 2025 Meeting Minutes.
- Seconded by D. Frizzell
 - In favor: All
 - Opposed: None
 - Abstain: None
- The motion passed.

▪ **Budget Updates**

- FFY2 - Grant End Date: June 30, 2025
- FFY22 / FFY23 - Grant End Date: July 31, 2025
 - Goal to spend down as much as possible and only request project-specific extensions for encumbered funds with delayed delivery.
- FFY24 - Grant End Date: June 30, 2026
- Current unallocated funds: \$8,754.74 between FFY22/23

▪ **Project Updates**

- *ECFCA UHF Receivers*
 - “ECFCA UHF Wide Area Network Upgrades” is more accurate name.
 - L. Sacks sent clarifying info to EOPSS and T. Dechene and R. Fiske discussed the project.
 - A new quote is required for ICIP/SIEC now that details have changed.
 - T. Dechene will obtain new quote and L. Sacks will revise ICIP in time to submit for March SIEC meeting.
- *ECFCA VHF Wide Area Network Consolette Radios*
 - C. Ryan sent draft specs/scope, which L. Sacks is reviewing with MAPC procurement team.
 - L. Sacks reformatted draft, is reviewing with MAPC procurement team, and will send questions to C. Ryan/D. Spinosa/T. Dechene to finalize.

- It was emphasized that this project is a priority for the ECFCFA.
- *Field Comm Units 20 & 60 Upgrades*
 - Installation procurement was unsuccessful. Vendors had questions on scope (submitted after deadline) and were not willing to do work on site.
 - The Committee discussed amending the scope to allow vehicles to be transported to vendor for work, and other adjustments.
 - Committee members will send L. Sacks direct contacts for vendors to receive RFQ.
- *FD-5/15 Mobile Gateway Radios and Recorders*
 - NERAC portion is complete.
 - Keeping on agenda to monitor installation.
- *FD-6 MW Groton to Westford*
 - In December, the Committee voted to allow up to \$2,500 for enclosed cabinet, size to be determined by M. Svatek.
 - M. Svatek obtained quote for 2 cabinets equaling the necessary size for a total of \$1,798.60.
 - PO is being signed at MAPC.
 - \$2,609.50 remaining will be kept in line item in case of additional costs until project is complete.
- *GBPC Microwave Routers and Switches*
 - T. Dechene provided answers to remaining questions for procurement.
 - SWIC R. Fiske confirmed this project will not need SIEC approval.
- *Metrofire North District Radio Common Platform*
 - The PJ is drafted, and D. Frizzell obtained equipment list and quote for \$75,391.38 (currently \$75,000 allocated).
 - SWIC R. Fiske confirmed this project will not need SIEC approval.

MOTION put forth by R. Patterson

- Allocate an additional \$400 from FFY22 unallocated to H.08.
- Seconded by T. Dechene
 - In favor: All
 - Opposed: None
 - Abstain: None
- The motion passed.
- *NERAC Radio Programming Initiative*
 - Committee reviewed the project description for the new plan in January.
 - Amended PJ was approved by EOPSS.
 - C. Ryan connected with Kenwood vendor willing to do classes at no cost.
 - A. Chadis will facilitate Motorola classes at no cost.
 - Current plan: 15 attendees per session
 - For MOTOROLA Radios: (½ day courses)
 - February 21, 2025 from 1pm-4pm in Lexington
 - February 28, 2025 from 10am-1pm in Lexington
 - For KENWOOD radios: (2-day courses)
 - March 4-5, 2025 from 9am-4pm in North Andover
 - March 6-7, 2025 from 9am-4pm in Westford
 - Applications will be sent today to radio contacts gathered from survey, then to the whole region on Thursday.
 - The application asks questions to prioritize:

- Departments supporting the Concord/Lexington 250th events.
- Departments with the required cables.
- Additional priorities and caps to be determined by C. Ryan and L. Sacks as applications are received.
- *Next Priorities*
 - The Committee continued the conversation from last month regarding priority projects.
 - MAPC is working to balance priority projects with faster projects that will help close out/encumber more funds.
 - The NEMLEC IMT Van project will also be included on future Interoperability Committee agendas.
- **School Radio Best Practices**
 - SWIC R. Fiske supports the draft and is interested in publishing it as a statewide best practice document, acknowledging NERAC's work on the content.
 - MAPC will finish formatting the documents with NERAC/OGR logos and submit to EOPSS and NERAC Full Council for approval.
- **State Interoperability Executive Committee (SIEC) Updates**
 - MIFOG final publication will be complete shortly and published online for download. MA Tactical Channel plan updates will follow.
- **New Business Unforeseen by the Chair**
 - None.

MOTION put forth by D. Frizzell

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

*** Next Meeting: March 11, 2025 ***

(Per January committee decision, March will be virtual.)

ATTENDEES - COMMITTEE MEMBERS

Mike Collins: Beverly Public Services & Engineering*

Tyler Dechene: Middleton Fire Department

Dave Frizzell: Metrofire

Scott Morrison: Tri-Town School Union*

Rich Patterson: Region 3 EMS

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

Stephanie Brown: Beverly Public Safety Dispatch
Alex Chadis: Newton Fire Department
Joe Griffin: Greater Boston Police Council
Mike Kass: Northeast Regional Ambulance Service
Michael Mansfield: Essex County Fire Chiefs Association

The following documents were used/referenced during the meeting:

- February 2025 Meeting Agenda
- January 2025 Meeting Minutes
- FFY21, FFY22, FFY23, and FFY24 Interoperability Committee Budgets